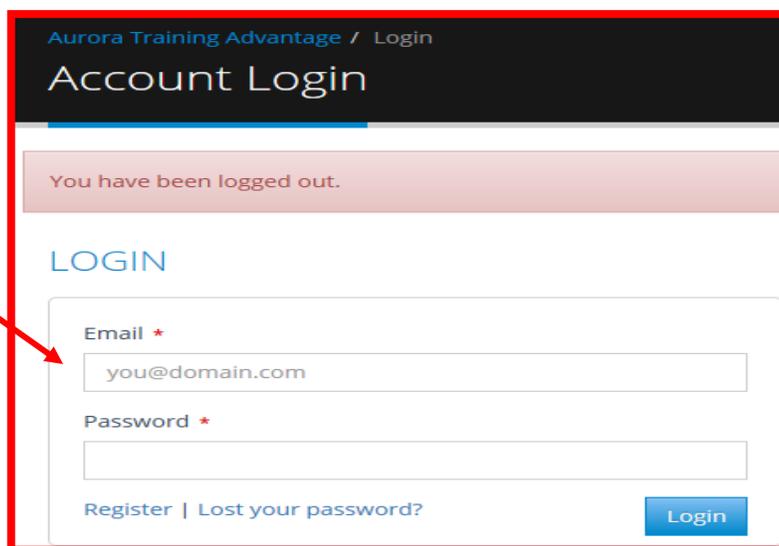


Registration

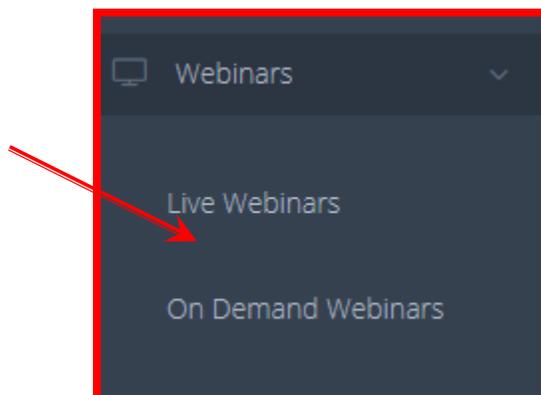
Registration/Attendance must be requested through the DOA-DPM Intranet website before a learner will receive the login/password information for the Aurora Continuing Education on-line training resource.

1. Use your enterprise IAM ID and password to Log in to the DOA-DPM intranet site: <https://doaintranet.wi.gov/HRSS/Pages/Home.aspx>: Your enterprise IAM ID and password are the login ID. Choose **HR Training Resources**, click on the link, and then choose "**Aurora Training Request Form**" to access and complete the form.
2. Choose this link to complete the request form: [Aurora Training Request Form](#)

3. Once you receive the login/password provided you may access the website and participate in training.

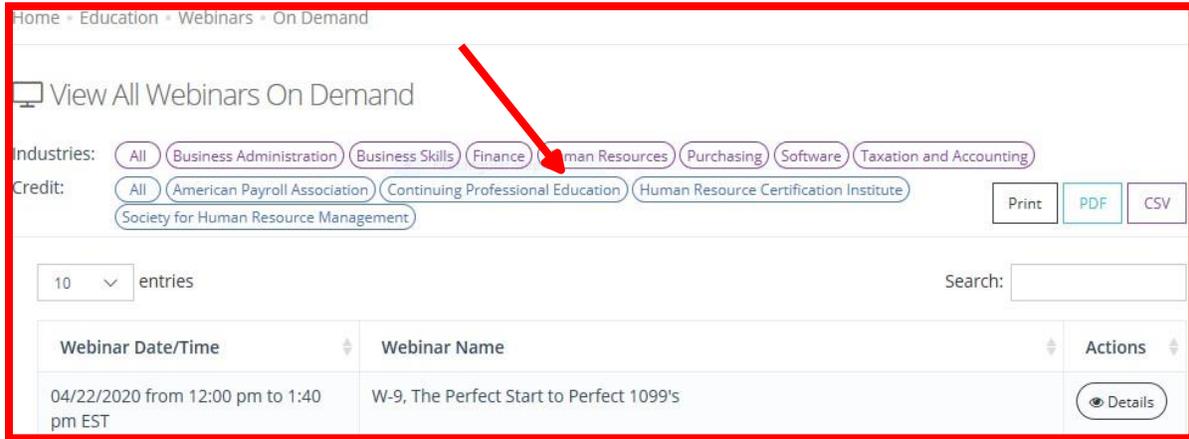


4. From left navigation panel choose "On Demand Webinars." If you wish to access a "Live Webinar" please indicate that on the form. There may be additional coordination required to participate in the "Live Webinars" your training team will work with you to determine what is required.



Aurora Continuing Education on line training

5. Select the desired class from the list of search results, by clicking on the **Industries and search** for the desired class. See example here:



Home - Education - Webinars - On Demand

View All Webinars On Demand

Industries: [All](#) [Business Administration](#) [Business Skills](#) [Finance](#) [Human Resources](#) [Purchasing](#) [Software](#) [Taxation and Accounting](#)

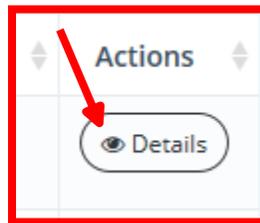
Credit: [All](#) [American Payroll Association](#) [Continuing Professional Education](#) [Human Resource Certification Institute](#) [Society for Human Resource Management](#)

Print PDF CSV

10 entries Search:

Webinar Date/Time	Webinar Name	Actions
04/22/2020 from 12:00 pm to 1:40 pm EST	W-9, The Perfect Start to Perfect 1099's	Details

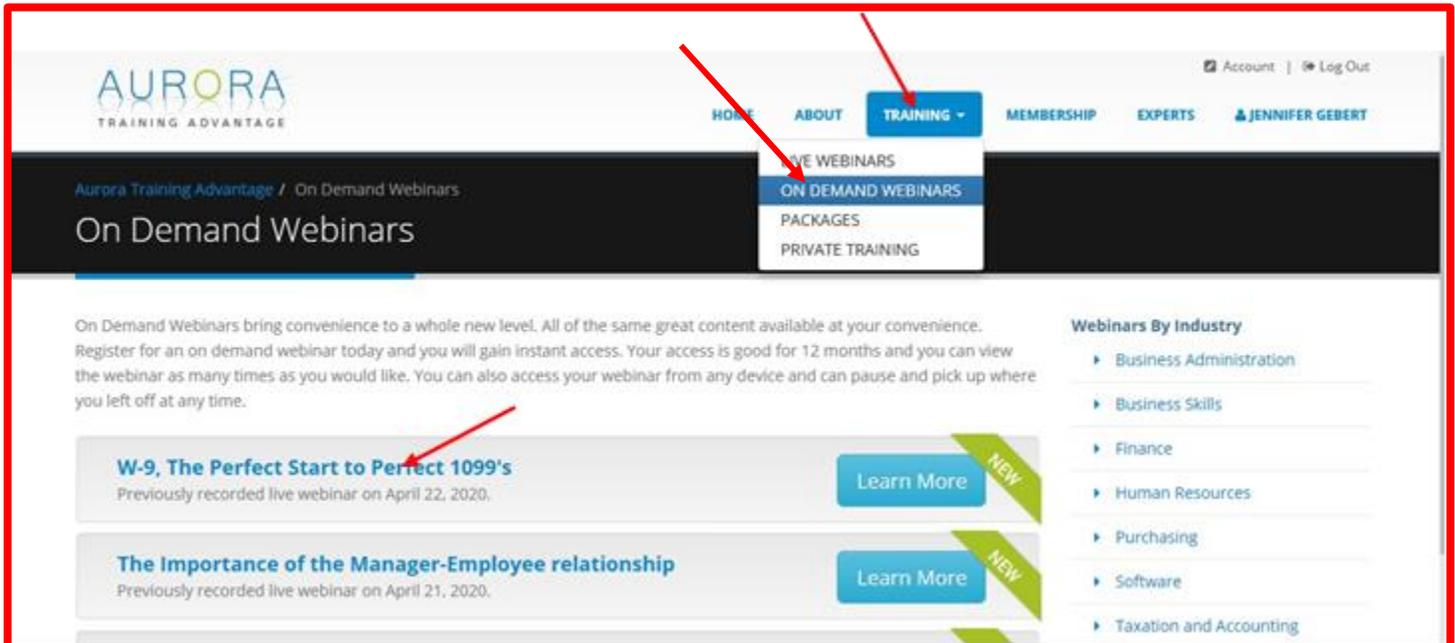
6. You can review the "On Demand" course details by clicking in the Action column, on Details.



Actions

[Details](#)

7. To attend, click on the **training** pulldown menu to select the appropriate choice. Click the link.



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Webinars By Industry

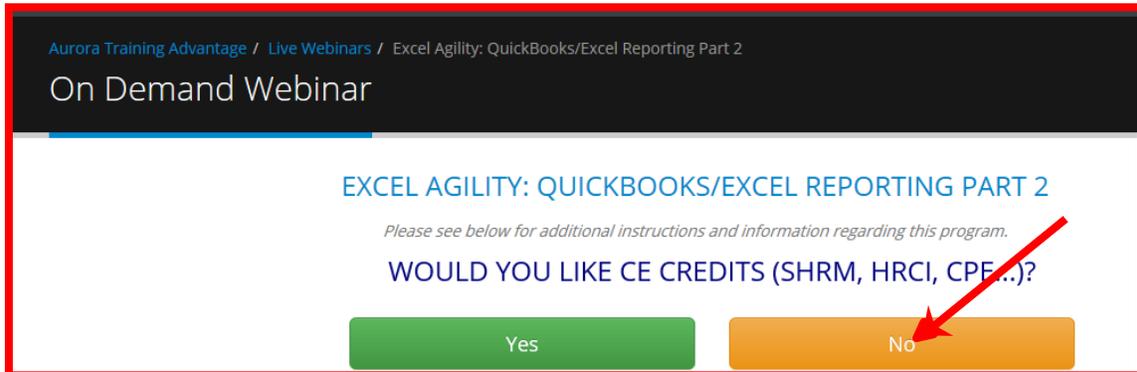
- Business Administration
- Business Skills
- Finance
- Human Resources
- Purchasing
- Software
- Taxation and Accounting

W-9, The Perfect Start to Perfect 1099's
Previously recorded live webinar on April 22, 2020. [Learn More](#) **NEW**

The Importance of the Manager-Employee relationship
Previously recorded live webinar on April 21, 2020. [Learn More](#) **NEW**

Aurora Continuing Education on line training

8. When asked if you would like CE credits choose **No**, this is **not** included in the State's package.



Aurora Training Advantage / Live Webinars / Excel Agility: QuickBooks/Excel Reporting Part 2

On Demand Webinar

EXCEL AGILITY: QUICKBOOKS/EXCEL REPORTING PART 2

Please see below for additional instructions and information regarding this program.

WOULD YOU LIKE CE CREDITS (SHRM, HRCI, CPE...)?

Yes No



For CE credits you may document your own course attendance and submit to SHRM if it is requested, this is not included in our membership.

