Tentative Agenda

TRAINING FOR LEGISLATORS

Monday, December 6

Concurrent sessions - “Tips, Tricks, Techniques, and Survival Kits” (for returning legislators)

1:30 - E-mail - Roughrider Room - Deb Gienger, Information Technology Systems Administrator, Legislative Council
3:00 p.m. Internet - Harvest Room - Maryann F. Trauger, Manager, Information Technology Services, Legislative Council

Word processing (includes instruction in use of secretarial services) - Sakakawea Room - Mary Janusz, Information Technology Education Administrator, Legislative Council

3:15 - E-mail - Roughrider Room - Deb Gienger
4:45 p.m. Internet - Harvest Room - Maryann F. Trauger

Word processing (includes instruction in use of secretarial services) - Sakakawea Room - Mary Janusz

3:00 - Voting system use - House desk (Speaker of the House and Chief Clerk of the House) - George Gerhardt, Consultant, and J. A. Dvorak, Information Technology LAN Technician, Legislative Council
4:00 p.m.

4:00 - Voting system use - Senate desk (Secretary of the Senate and President of the Senate) - George Gerhardt and J. A. Dvorak
5:00 p.m.

Tuesday, December 7

Concurrent sessions - “Tips, Tricks, Techniques, and Survival Kits” (for returning legislators)

10:45 a.m. - E-mail - Roughrider Room - Deb Gienger
12:15 p.m. Internet - Harvest Room - Maryann F. Trauger

Word processing (includes instruction in use of secretarial services) - Sakakawea Room - Mary Janusz

2:15 - E-mail - Roughrider Room - Deb Gienger
3:45 p.m. Internet - Harvest Room - Maryann F. Trauger

Word processing (includes instruction in use of secretarial services) - Sakakawea Room - Mary Janusz

Wednesday, December 8

Concurrent sessions - “Tips, Tricks, Techniques, and Survival Kits” (for returning legislators)

1:15 - E-mail - Roughrider Room - Deb Gienger
2:45 p.m. Internet - Harvest Room - Maryann F. Trauger

11:30 a.m. - New legislators (with experience in use of computers) - Sakakawea Room - Training in the use of personal computers - Mary Janusz
5:30 p.m.
Thursday, December 9
9:00 a.m. - New legislators (with limited experience in use of computers) - Sakakawea Room -
4:00 p.m. Training in the use of personal computers - Mary Janusz

Monday, January 3
8:30 - LAWS training for legislators (by signup - limited to 46) - Brynhild Haugland Room -
11:00 a.m. Maryann F. Trauger
11:30 a.m. - LAWS training for legislators (by signup - limited to 46) - Brynhild Haugland Room -
2:00 p.m. Maryann F. Trauger
2:30 - LAWS training for legislators (by signup - limited to 46) - Brynhild Haugland Room -
5:00 p.m. Maryann F. Trauger

Tuesday, January 4 - End of session
- By appointment - Training on use of software as requested - Mary Janusz
- Via Internet - Individual online learning in the use of software as requested - Legislator's desk, office, or home - Mary Janusz