

Month	Dates	Session Times	Subject / Module	Agenda Topics
January	1/27-1/29	11:00 am - 3:30 pm (Eastern Time)	* Cost Level 1	<ul style="list-style-type: none"> Beginning Cost Management Permissions/Transactions Forecast/Cash Flow
February	2/10-2/12	11:00 am - 3:30 pm (Eastern Time)	* Advanced Cost	<ul style="list-style-type: none"> Account Level Cost Funding Dynamic Cost
March	3/10-3/12	<ul style="list-style-type: none"> Office Hours: By appointment only (Minimum of 3 learners) 2 (or) 4-hour time slots available (One time slot per organization) 		
April	4/7-4/9	11:00 am - 3:30 pm (Eastern Time)	*Structured Workflow Level 1	<ul style="list-style-type: none"> Process Development Added Features Cost Processes
May	5/12-5/14	11:00 am - 3:30 pm (Eastern Time)	* Advanced Workflow	<ul style="list-style-type: none"> Spawn Processes Mail Merge Public Processes
June	6/16-6/18	<ul style="list-style-type: none"> Office Hours: By appointment only (Minimum of 3 learners) 2 (or) 4-hour time slots available (One time slot per organization) 		
July	7/28/7/30	11:00 am - 3:30 pm (Eastern Time)	* Standard Reports & Dashboards	<ul style="list-style-type: none"> Basic Reports Advanced Reports Dashboards
August	8/18-8/20	11:00 am - 3:30 pm (Eastern Time)	* Schedule Module	<ul style="list-style-type: none"> Project Schedule Management External Scheduler Resource Management
September	9/15-9/17	<ul style="list-style-type: none"> Office Hours: By appointment only (Minimum of 3 learners) 2 (or) 4-hour time slots available (One time slot per organization) 		
October	10/13-10/15	11:00 am - 3:30 pm (Eastern Time)	* Advanced Cost	<ul style="list-style-type: none"> Account Level Cost Funding Dynamic Cost
November	11/3-11/5	11:00 am - 3:30 pm (Eastern Time)	* Advanced Workflow	<ul style="list-style-type: none"> Spawn Processes Mail Merge Public Processes
December	12/15-12/17	<ul style="list-style-type: none"> Office Hours: By appointment only (Minimum of 3 learners) 2 (or) 4-hour time slots available (One time slot per organization) 		