



Train-the-Trainer Sessions Announcement

September 2014

WHAT: Nominations for e-ISuite Train-the-Trainer training sessions

WHERE/WHEN:

- ◆ **1st session** – BLM State Office, Lakewood, CO – Week of October 20, 2014
- ◆ **2nd session** – Region 8 Regional Office, Atlanta, GA – Week of November 3, 2014
- ◆ **3rd session** – Wildland Fire Training and Conference Center, McClellan, CA – Week of December 8, 2014

WHO: Experienced I-Suite Users

DUE DATE: September 30, 2014

Main Point:

The production version of e-ISuite is scheduled for deployment in April 2015. To assist in the successful deployment of e-ISuite, the Project Team is offering three Train-the-Trainer sessions to experienced I-Suite users to provide them with the knowledge and resources to train users in their respective Geographic Areas. The training will highlight the differences between I-Suite and e-ISuite; a review of the training materials and where to find them along with other helpful resources; and an opportunity to work in the e-ISuite Enterprise and Site versions. Trainers will then be able to coordinate with their Geographic Area Training Committees to facilitate including and scheduling e-ISuite training sessions.

The course will be two and a half days in duration. Based on the number of nominations received for a particular location, a determination will be made on whether 2 sessions will be offered for the week. Further details on specific dates will be provided after that determination has been made.

Nomination Process:

If you're an experienced I-Suite user with expert knowledge in your area of use, have good presentation skills and are available to be part of the e-ISuite training cadre for your agency or geographic area:

- Please fill out the attached nomination form
- Send the nomination form by **September 30, 2014** to: sshirts@fs.fed.us
- All nominees will be notified of their selection or non-selection, along with the final dates and information for their course.

As additional information becomes available, it will be posted on the Incident Based Automation webpage: (<http://iba.nwccg.gov>)

Further information may be obtained by contacting Gina Bald at gbald@fs.fed.us or 801-725-9040; or Sue Shirts at sshirts@fs.fed.us or 303-913-9092.