



2009 Continuing Education

WebU Classes (WU)

These classes are presented via the internet, so you will need to be at your desk or in a conference room connected to the Internet and also have a telephone. We will email you the WebEX conference link with the class site and a phone number for the audio.

- Classes vary in length from 1-3 hours; with some classes presented in a 3 day sequence, while others are one session.
- You can have one person attend, or a whole group. Make this a productive working session for everyone. Classes are designated as being applicable for Accounting Staff, IT Professionals, and also Managers/Elected Officials.
- The majority of the classes are free, but sign up is required.
- When there is a charge for the class, you need to sign up ahead of time. We want to personalize the class and make sure you get the training materials.

You may know some of the 4gov and *PlusFund* applications, but need to learn others so you can be a back-up person for vacation time. Or, you might just want a refresher in a particular application. If you are new to this application, this is a great introduction to the content and operations.

These web-training classes are taught by a live instructor. Some are restricted because of security issues. We do note the types of individuals that should attend these classes. So, signup for a classes and spend 1-2 hours in class on your PC for 1-3 consecutive days. No travel, no expenses. It's pretty painless and you'll learn a lot.

Lunch and Learn Classes for Management and Elected Officials. (LL)

This is a continuing series of FREE classes one hour in length for management and elected officials. The topics for each quarter are announced in January and June. The monthly sessions are geared to give managers and officials insight on what to look for in budgets and accounting so that they can better understand the information available to them. Other topics include citizen communications, surveys, and accountability in government and to your citizens, constituents, donors.

Bring your lunch and pull up a comfortable chair to your PC or in a conference room. You will learn something of value in each session.

When: 3rd Thursday each Month
Time: Noon (Central Standard Time)
Length: 1 hour

Signup is from www.4idc.com website. If you would like to signup for all 12 months at once, please tell us. We'll email you the class link the Friday before each session.

2nd Tuesday Help Desk (2T)

This is a series of FREE classes for Accounting and IT staff 1-2 hours in length. These are topics suggested by our Help Desk and clients, ranging from a review of year end processing, usage of new features, general accounting topics, to sessions for your questions. If you have suggestions for future topics please email us at helpdesk@4idc.com.

Please feel free to have a group in these sessions.

When: 2nd Tuesday each Month
Time: 10:00am CST or Noon CST
Length: 1-2 Hours

Signup is from www.4idc.com website. We'll email you the class link and audio phone numbers the Friday before each session.

iDC Classroom Education (CL)
(Taught in our Chicago Offices and in Regional Sites when requested)

Come to iDC's Chicago Offices for in-depth training with your staff and also your peers from other organizations. These are 2-3 days of classroom sessions with up to 8 people in a class. Training is for first time users and for those that need a refresher class. Come ready with your questions and situations you need to address. There is a charge for these classes. Please refer to the class for the schedules, fees, and any materials you should bring.