

Tentative Monthly Schedule for PCOLS Web-Based Training Sessions

Week	Tuesday	Wednesday
1	A/OPC 13:00-15:30 ET	RM / FM 9:00-11:00 ET
2	A/BO 13:00-15:00 ET	CH 9:00-10:00 ET
3	A/BO Sup 13:00-15:00 ET	CH Sup 9:00-10:30 ET
4	Flexible Session (if needed)	Flexible Session (if needed)

Key:

A/OPC	=	Agency / Organization Program Coordinator
A/BO Sup	=	Approving / Billing Official Supervisor
A/BO	=	Approving / Billing Official
CH Sup	=	Cardholder Supervisor
CH	=	Cardholder
RM / FM	=	Resource Manager / Financial Manager

The training sessions are on a first-come first-served basis. To ensure that there is room available for you, please log on to the session and dial into the phone conference room prior to the conference session. Each session can accommodate up to 125 phone connections to the conference room. Whenever possible, please share your phone connection with others who are interested in training at your location.

Training Session Website:

<https://webconference.saic.com/invite/?ConfRef=970387&Pin=333640>

Teleconference Dial-In Information: 1-800-366-7242 (Passcode 8419463#)

Please press *6 to mute your phone after you've dialed in.

To unmute your phone, press #6.

Please contact the eBusiness Policy Support Center (eBPSC) at 877-376-5787 or defensepolicysupport@ebpsc.org with questions regarding PCOLS web-based training.