



## **Powerway on Demand**

### ***Supplier Team Member Online Training – Course Description***

#### **Course Mission:**

The mission of the Powerway on Demand Supplier Team Member online training course is to provide non-administrative Supplier team members with an understanding of how to access, manage and complete work on individual tasks and issues.

#### **Prerequisites:**

You should also have the following skills and/or knowledge: Experience with Powerway.com, keyboard skills, basic Windows® and Internet Explorer® (v5.5 or better) knowledge, and Adobe Acrobat Reader (v4.0 or better) knowledge.

#### **Audience:**

This is designed for new supplier team members responsible for entering opinions on tasks, creating and resolving issues, and working on tasks.

#### **Format:**

Self-paced web training course

#### **Topics Covered:**

- Log on to the Powerway on Demand application
- Overview of the Home Page and To Do List
- Access and view assigned tasks
- Complete work on assigned tasks (e.g. enter opinions, upload documents, etc) in To Do and in Explore
- Create issues
- Complete work on assigned issues

#### **Course Length:**

2 Hours (approximately)

#### **Cost:**

Free

#### **CEU Credits:**

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Contact your Powerway representative at [info@powerwayinc.com](mailto:info@powerwayinc.com) or by telephone at (800) 964-9004 US/Canada or 52 (442) 199-3102 Mexico for more information.