

TRAINING TUESDAY

01/21/19

- **BidBuy Train environment has been updated to v15**
- **BidBuy Monthly Training v15 – new date added (2/13)**
- **Releases Off Master – Catalog Function**
- **Grainger Punchout**
- **Fun Fact of the Day**

THE TRAIN ENVIRONMENT HAS BEEN UPDATED TO V15

- Train.bidbuy.Illinois.gov
- Passwords for Train did not change. If you haven't been in the Train environment for a while you may need to reset the password or utilize the Login Assistance
- If there are issues logging into this environment please contact stateuser.bidbuy@illinois.gov



MONTHLY BIDBUY TRAINING V15

- Thursday, February 13th 10:00am – 3:30pm
- CDB computer lab @ Stratton Building (Room 320)
- Perfect for those new to BidBuy
- What will be covered?
 - General Navigation, Releases Off Masters, Small Purchases, workflow in BidBuy
- Cpogs.training@Illinois.gov to register



JOB AIDS – v15 UPDATED VERSIONS

- You will see some new updated Job Aids as we go live in version 15.
 - The changes are very minimal, in order to mirror v15.
- Reminder: check the version number on the bottom of the job aids. (20.1, 20.2, 20.3 etc.)



FUN FACT OF THE DAY— JANUARY 28TH

- **1958 The Lego brick is patented**
- The Lego company has since produced 500 billion Lego elements, amounting to 10 lego towers from Earth to the Moon.
- A lego brick made in 1958 is still compatible with bricks produced today



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QUESTIONS?

6