

May 26, 2016

The following was sent to the listserv.



## **Policy and KAERS training announcement**

### **COMING SOON!**

Very soon, we will be announcing dates across the state for the **Kentucky Adult Education Policy and KAERS training**.

These all-day trainings will be held in several places around the state **the last week of July and the first week or two of August**, so travel times will be minimal.

**These trainings will be open to EVERYONE**, particularly those who regularly use KAERS for any reason (including student records and reports) as well as EVERYONE who is involved in implementing policy.

This training will involve two documents, the FY17 KAERS standard operating and policy manual as well as the FY17 KAERS manual (both soon-to-be released). Please bring both with you to the training and we will be accepting questions about both in advance of the training. The KAERS portion of the training will include foundational aspects of using KAERS (e.g., creating/uploading classes, enrolling students, etc.) as well as new FY17 releases and reports. So, experienced and new users will benefit from the training.

Right now we anticipate conducting these events in the following cities: Paducah, Madisonville, Bowling Green, Louisville, Florence, Somerset, Hazard, and Ashland. Please be aware that some of these locations are still tentative.

Stay tuned for further details!