Pre-Go Live Training

These mandatory eLearning modules are meant to provide you with an introduction to Ohio|Buys and the procurement-related tasks and processes you will be completing. These modules will introduce concepts and processes so you can hit the ground running post go-live.

► Creating and Awarding Quick Quotes eLearning (OPS-RP-101) (30 min)

Post Go-Live

Post Go-Live training consists of access to the relevant eLearning modules and associated job aids. This training is designed to refresh or walk you through your role-specific tasks in Ohio|Buys.

eLearning Modules
► Pre-Go Live Training eLearning Modules (see above)

Job Aids
► 07.01.01 Create and Release a Quick Quote Solicitation Job Aid
► 07.01.02 Analyze and Award a Quick Quote Solicitation Job Aid
► 07.01.03 Upload a Supplier’s Response Job Aid
► 07.01.04 Create a New Round Job Aid

Optional Training

These supplemental eLearning modules and job aids provide information about procurement activities that are not directly related to your primary job function, but help contextualize it within the broader procurement life cycle.

► Creating and Submitting Purchase Requisitions eLearning (OPS-RP-105) (60 min)