A 1-hour webinar will cover the core Release 2 training content at a high level. Approvers will be asked to first attend this webinar and then take any of the courses below, as needed. These courses will be available as standalone eLearning modules and each course will also have supplemental job aids to provide additional just-in-time support.

### Core Curriculum

These eLearning modules are meant to provide you with an introduction to Ohio|Buys and the procurement-related tasks and processes you will be completing.

- Accessing and Navigating Ohio|Buys for State Users eLearning (OPS-SM-100) (20 min)
- Completing Performance Evaluation Questionnaires eLearning (OPS-SM-106) (15 min)
- Approving Purchase Requisitions eLearning (OPS-RP-108) (30 min)
- Running and Accessing Reports eLearning (OPS-EP-100) (15 min)

### Just-In-Time Training Courses

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.

- Core Curriculum eLearning modules
  - 01.01.01 General Navigation (for State Users) Job Aid
  - 04.01.02 Complete a Performance Evaluation Questionnaire Job Aid
  - 05.05.08 Review a Purchase Requisition (Requisite Procurement Program Agency Approver) Job Aid
  - 11.01.01 Access and Run an Analysis Report 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)
- 05.02.13 Create a Purchase Requisition with a Requisite Procurement Agency Job Aid

Are You a Requisite Procurement Program Agency Approver?

Requisite Procurement Program Agency Approvers review purchase requisitions for items which could be provided by their program, and grants or denies a waiver request to procure from a different Supplier.