MYP training agenda

ARM PRO

1. introduction
- Housekeeping
- Key objectives
- Overview of ARM Pro

2. ARM Pro
- Login
- Customise brand, style + homepage
- Manage staff, teams + permissions
- Administer clients + contacts
- Customise fields + relationships
- Customise + administer opportunities
- Customise + administer projects
- Prepare price books + templates
- Generate reports

3. support centre + communication
- Submit training attendance confirmation
- myHelp + myTraining
- Lodging support tickets
- Upcoming training, demonstrations + events
- eNews + social media

4. next steps
- Customise fields
- Create project templates
- Create staff teams + apply to relevant staff
- Create price books + templates
- Customise opportunities
- Create an opportunity 'cheat sheet'

5. close
- Questions + answers

myNOTES

It is your responsibility to record educational seminars you attend, which are both relevant to and contribute to your professional and personal development. A copy of the MYP Training Agenda and Certificate of Attendance may be used for those records.