

INFORMATION MANAGEMENT AND TECHNOLOGY

Information Management and Technology courses are managed by CFSS, SRSA and SXMT and are available to indeterminate and determinate employees who require specific training for their job.

For course deliveries please visit the Website at: <http://intranetapps/cfs/virtual/12CFSIPrograms/ProgrammeInfo-e.asp?id=10>

To take Microsoft 2002 online training, please access **Campusdirect** from the Canada School of Public Service at the following site: <http://campusdirect.gc.ca>. Select the language of choice and then click on the Login link. Once at the login page, enter your Campusdirect account username and password. If you are not yet a member, you will need to click on the **Register Now!** button and follow the instructions to create an account for yourself.

Training for Corel applications is temporarily unavailable. However, you can access the WordPerfect, Quattro Pro and Presentations on-line quick reference guides at the following site: <http://intranetapps/cfs/virtual/2E-manuals/ITManuais-e.asp>. Select the link for either Headquarters or missions, then select the link for the quick reference guide of choice. There will be training for Corel Suite in the near future and a broadcast message will be sent once it is in place.

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