

# Training

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Our training consultants will match your training needs, budget, and timeframe with an option that is both comprehensive and cost-effective.

## Training Options/Formats

Training is particularly helpful when a new module or business process is introduced that will impact several users. Training needs vary greatly as do the options designed to address those needs. SSI staff will discuss a plan that takes into account your goals, budget, and timeframe while suggesting the most effective and efficient approach. The agenda and topics covered will be customized to meet both your business goals and the training goals.



### Face to Face Training

In-person training is available for an individual or several members of your staff. Benefit from this personalized training either at your facility or at our computer training lab at the SSI offices in Shelbyville, IL or Avon, IN.

#### Costs:

**Training:** \$1600/day for a full day (8 hours) of training

**On-Site:** \$1600 per day is added to the training fee when SSI staff conduct the training at a customer location. This fee includes all travel expenses. A 2-day minimum is required for on-site training. (The on-site fee does not apply to remote virtual training or face-to-face training if held at the SSI offices.)

**Prep Fee:** Depending on the amount of preparation required, a prep fee may be applied.



### Remote Virtual Training

When face-to-face is not warranted or practical, remote virtual training is available for one or more from your team. Using connectivity tools that allow viewing the trainer's screen, staff can attend training from their desks or together from a conference room at your preferred location.

Contact our Professional Services team for a training quote.

Contact the SSI Professional Services team to discuss your training needs by emailing [support@energyforce.net](mailto:support@energyforce.net).