Registration for Research Classes

End-User training will open to research staff on Thursday, September 10th, 2020. Please refer to the information below for steps to take prior to, during, and after class.

Registration

- Staff have been assigned the virtual course in the Learning Center.
    - If you do not have a Froedtert Learning Center account, please contact your leader to have a request submitted.
- Log into the Learning Center to view your Timeline.
- Course - Epic: Research Coordinator (ERSH50493.20)
- Click the course title and select the date/time that works for you
- **Save the registration to your calendar!!** WebEx invites will come later!

Note: We have three class groups running for Research Coordinators.

Group	Class Title	Notes
Super Users	Epic: Research Coordinator – VIRTUAL – SUPER USERS	Registration as a Super User is required to attend this early training offering.
Cancer Center	Epic: Research Coordinator – VIRTUAL – CANCER CENTER STAFF	Training for Cancer Center research staff only.
General	Epic: Research Coordinator – VIRTUAL	Training for remaining research staff across the system

Before Class

- Two business days before class you will receive the WebEx invite.
- Complete the prerequisite eLearnings in the Froedtert Learning Center
- Recommended Learning- View the Research Recommended Training sheet for guidance on additional classes that might be useful to you prior to attending the Research Coordinator class

During Class

- You will be provided a Froedtert network training login before class in your invite. This will give you access to additional training environments.
- Classes will be held virtually via WebEx
- The first portion of class will be a demonstration of the functionality and key workflows.
- After the demo, you'll have time for review and Q&A
- Staff will receive exercise books for post-class practice. Instructors will stay on the WebEx until all students have completed their work and/or have no more questions

After Class

- Each staff member has also been assigned a corresponding assessment
- The assessment is based off of class content and the course exercise book practice
- You must achieve a score of 80% to be marked as Complete in the Learning Center