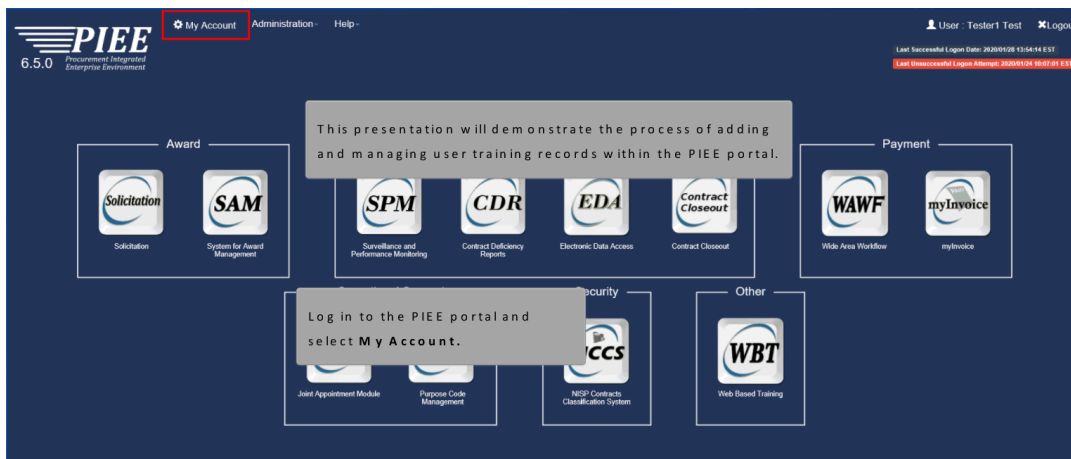


Intro



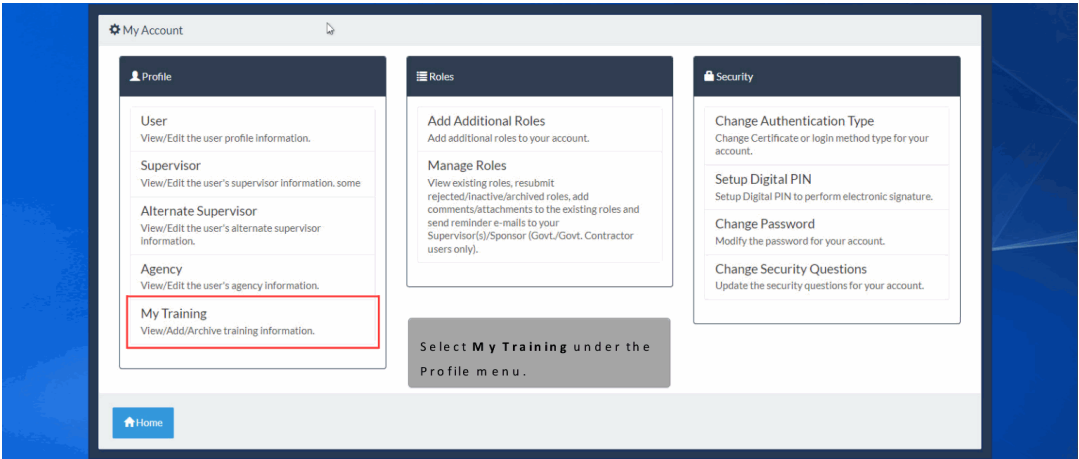
Welcome to the Procurement Integrated Enterprise Environment. This demonstration contains audio narrative. Please adjust your volume accordingly.

Scene 1



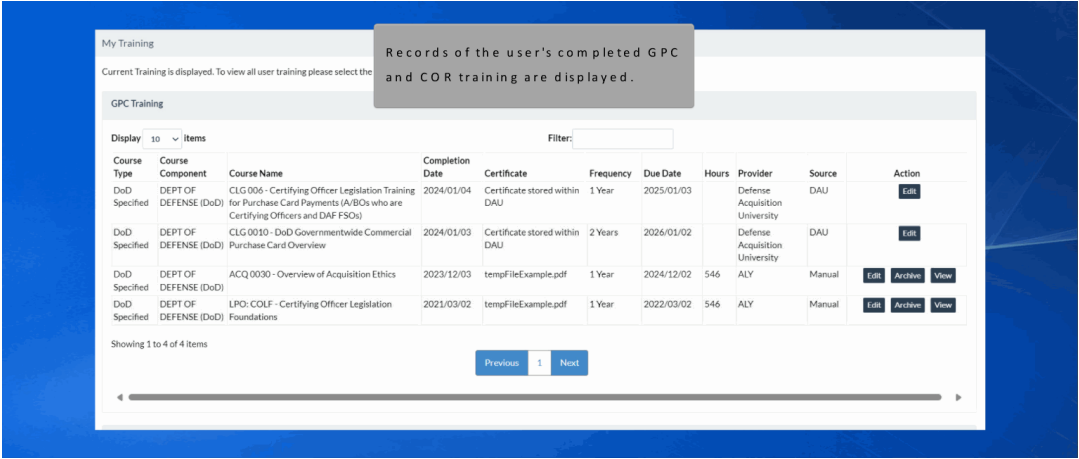
This presentation will demonstrate the process of adding and managing user training records within the PIEE portal. Log in to the PIEE portal and select My Account.

Scene 2



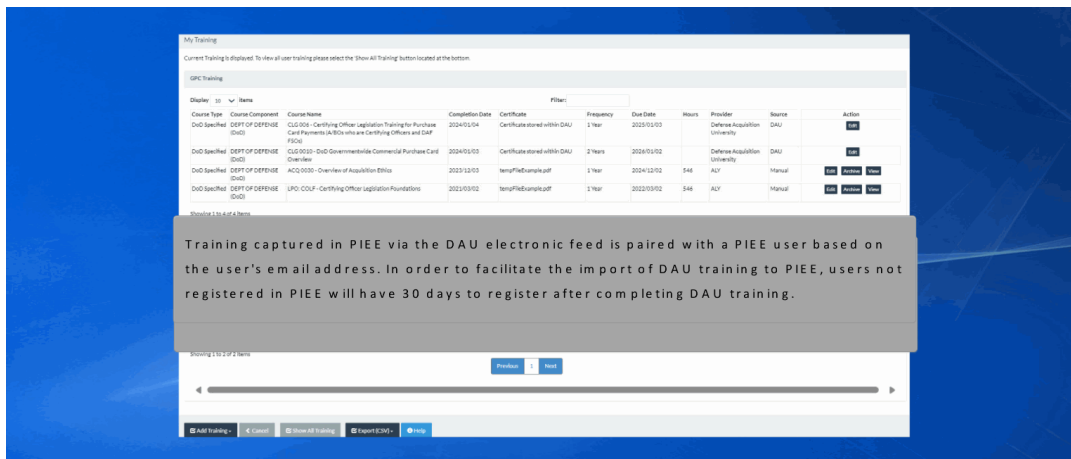
Select My Training under the Profile menu.

Scene 3



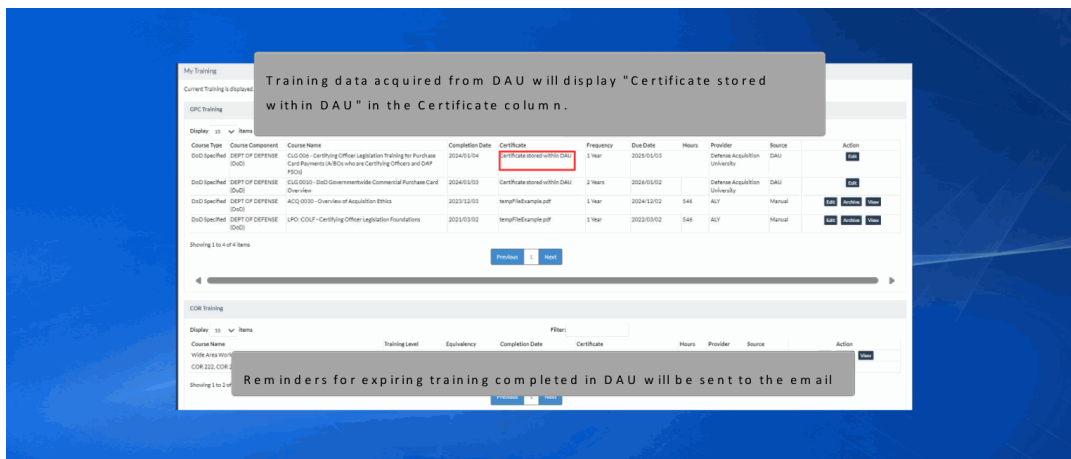
Records of the user's completed GPC and COR training are displayed.

Scene 4



User training is tracked in PIEE at the user level. Training completed in Defense Acquisition University (DAU) will be electronically forwarded by DAU to PIEE and systematically populated and displayed in the My Training page within the individual user's profile. Training captured in PIEE via the DAU electronic feed is paired with a PIEE user based on the user's email address. In order to facilitate the import of DAU training to PIEE, users not registered in PIEE will have 30 days to register after completing DAU training.

Scene 5



Training data acquired from DAU will display "Certificate stored within DAU" in the Certificate column. Reminders for expiring training completed in DAU will be sent to the email address in the DAU information feed.

Scene 6

GPC Training

Display

in

Items

Filter:

Course Type	Course Component	Course Name	Completion Date	Certificate	Frequency	Due Date	Hours	Provider	Source	Action
DoD Specified (DSD)	DEPT OF DEFENSE (DOD)	CLG 004 - Certifying Officer Legislation Training for Purchase Card Payments (A/B/Cs who are Certifying Officers and DAF PSOs)	2024/01/04	Certificate stored within DAU	1 Year	2025/01/03		Defense Acquisition University	DAU	<div>View</div>

| DoD Specified (DSD) | DEPT OF DEFENSE (DOD) | CLG 0030 - DoD Governmentwide Commercial Purchase Card Overview | 2024/01/03 | Certificate stored within DAU | 2 Years | 2026/01/02 | | Defense Acquisition University | DAU | View |

| DoD Specified (DSD) | DEPT OF DEFENSE (DOD) | ACQ 0030 - Overview of Acquisition Ethics | 2023/12/03 | tempFileExample.pdf | 1 Year | 2024/12/02 | 548 | ALY | Manual | View Update Delete |
| DoD Specified (DSD) | DEPT OF DEFENSE (DOD) | LPO COLP - Certificate of Professionalism | 2024/01/03 | | | 2024/01/03 | | | Manual | View Update Delete |

Showing 1 to 4 of 4 items

Cor Training

Display

in

Items

Filter:

Course Name	Training Level	Equivalency	Completion Date	Certificate	Hours	Provider	Source	Action
ABE Area Verification (Student) Training								
OR 222 COR 222X CIC 222 or Equivalent	JABC	No	2023/01/24	GAH/SL/BBG	0	DAU	MANUAL	<div>View</div> <div>Update</div> <div>Delete</div>

Showing 1 to 2 of 2 items

Add Training

Cancel

Show All Training

Add GPC Training

Add COR Training

In addition to systematically entered DAU training, GPC and COR training courses taken by an individual may be recorded manually in the user's profile.

To manually add a completed user training course, select the Add Training button and select GPC or COR Training from the dropdown menu.

* Asterisk indicates required entry

† Symbol indicates optional entry, at least one is required.

In addition to systematically entered DAU training, GPC and COR training courses taken by an individual may be recorded manually in the user's profile. To manually add a completed user training course, select the Add Training button and select GPC or COR Training from the dropdown menu.

Scene 7

Add Training

Course Type *

Component Specified

Component *

- Select -

Course *

- Select -

Certificate *

Choose File...

Completion Date *

Frequency *

Hours

Provider

Are you sure you want to add this training record?

Add

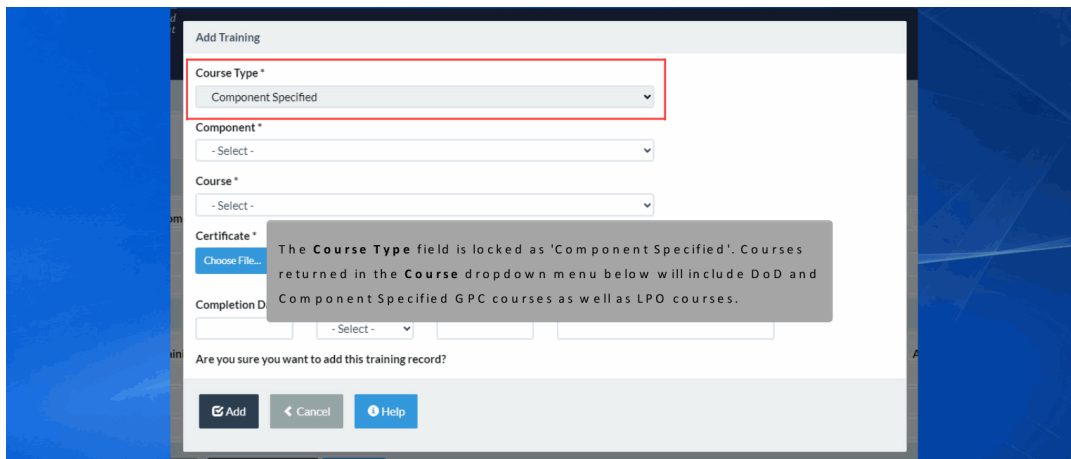
Cancel

Help

When adding a GPC training record, the Add Training modal is displayed. For a description of all fields and available training courses, select the Help button.

When adding a GPC training record, the Add Training modal is displayed. For a description of all fields and available training courses, select the Help button.

Scene 8



Add Training

Course Type *
Component Specified

Component *
- Select -

Course *
- Select -

Certificate *
Choose File...

Completion Date
- Select -

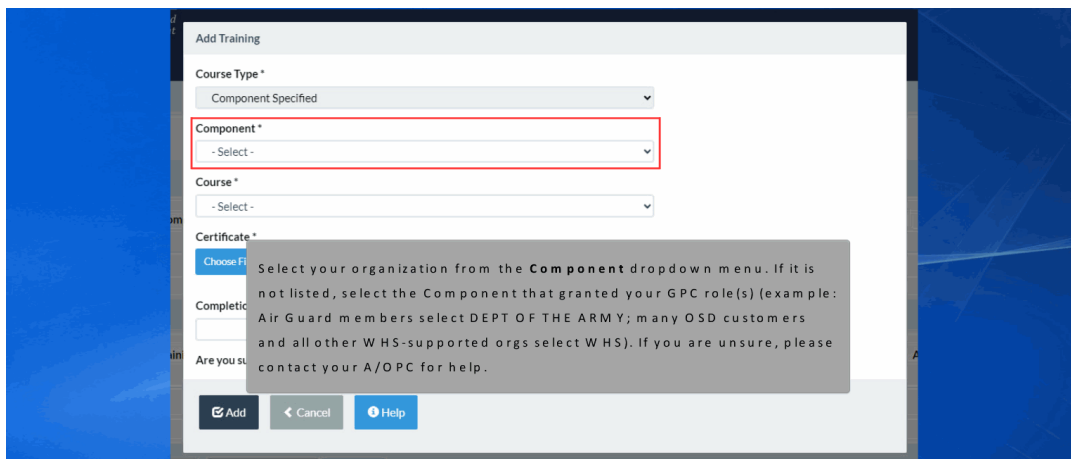
Are you sure you want to add this training record?

Add Cancel Help

The **Course Type** field is locked as 'Component Specified'. Courses returned in the **Course** dropdown menu below will include DoD and Component Specified GPC courses as well as LPO courses.

The Course Type field is locked as 'Component Specified'. Courses returned in the Course dropdown menu below will include DoD and Component Specified GPC courses as well as LPO courses.

Scene 9



Add Training

Course Type *
Component Specified

Component *
- Select -

Course *
- Select -

Certificate *
Choose File...

Completion Date
- Select -

Are you sure you want to add this training record?

Add Cancel Help

Select your organization from the **Component** dropdown menu. If it is not listed, select the Component that granted your GPC role(s) (example: Air Guard members select DEPT OF THE ARMY; many OSD customers and all other WHS-supported orgs select WHS). If you are unsure, please contact your A/OPC for help.

Select your organization from the Component dropdown menu. If it is not listed, select the Component that granted your GPC role(s) (example: Air Guard members select DEPT OF THE ARMY; many OSD customers and all other WHS-supported orgs select WHS). If you are unsure, please contact your A/OPC for help.

Scene 10

Add Training

Course Type *
Component Specified

Component *
- Select -

Course *
- Select -

Certificate *
Choose File...

Completion Date * Frequency * Hours Provider

Are you sure you want to add this training record?

Add **Cancel** **Help**

In the **Course** dropdown menu, select the name of the course you have completed. If 'Other' is selected, enter the course name in the subsequent **Course Name** field.

In the **Certificate** field, select the **Choose File** button and upload your certificate.

In the Course dropdown menu, select the name of the course you have completed. If 'Other' is selected, enter the course name in the subsequent Course Name field. In the Certificate field, select the Choose File button and upload your certificate.

Scene 11

Add Training

Course Type *
Component Specified

Component *
- Select -

Course *
- Select -

Certificate *
Choose File...

Completion Date * Frequency * Hours Provider

Are you sure you want to add this training record?

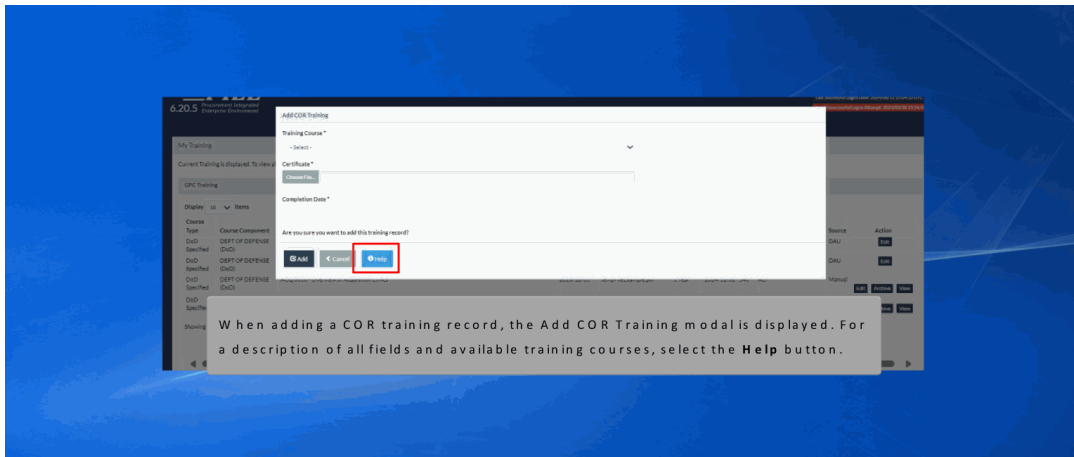
Add **Cancel** **Help**

Enter the data requested in the remaining fields.

Select the **Add** button to save the training course record to the My Training page.

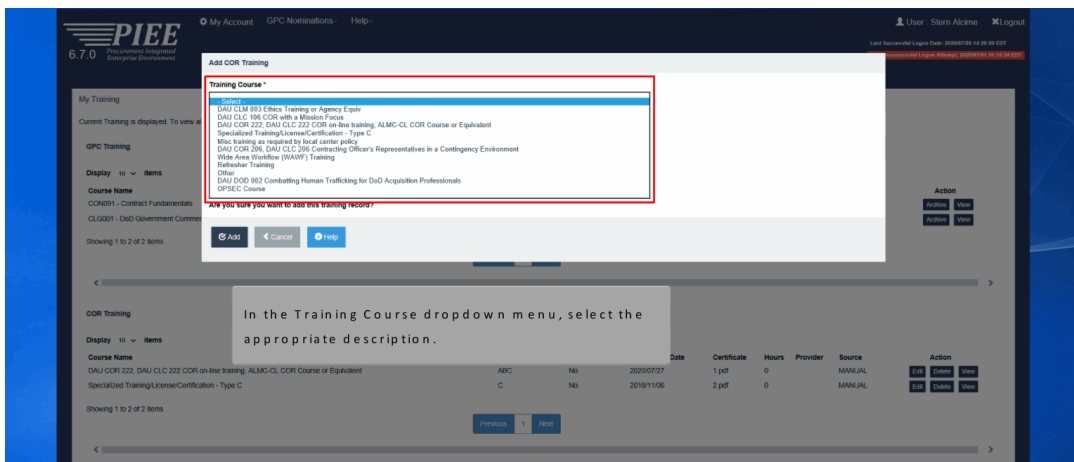
Enter the data requested in the remaining fields. Select the Add button to save the training course record to the My Training page.

Scene 12



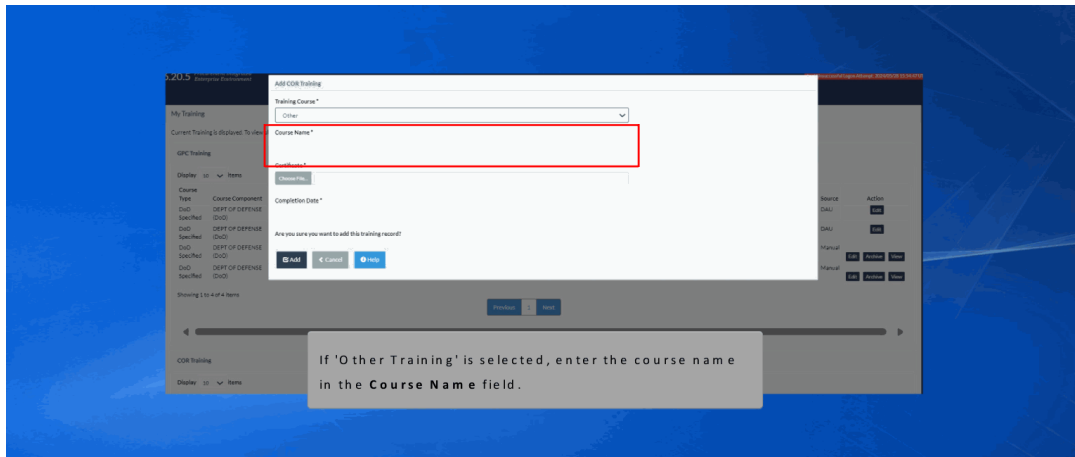
When adding a COR training record, the Add COR Training modal is displayed. For a description of all fields and available training courses, select the Help button.

Scene 13



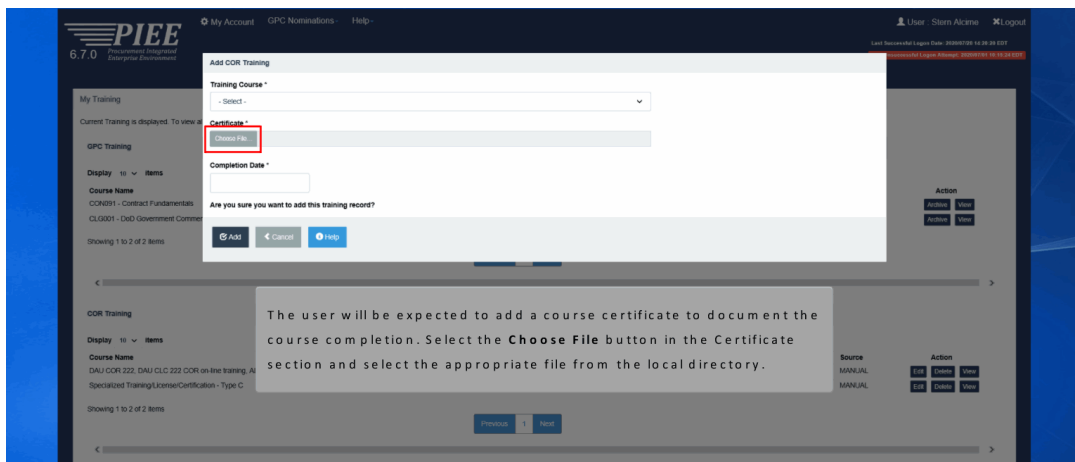
In the Training Course dropdown menu, select the appropriate description.

Scene 14



If 'Other Training' is selected, enter the course name in the Course Name field.

Scene 15



The user will be expected to add a course certificate to document the course completion. Select the Choose File button in the Certificate section and select the appropriate file from the local directory.

Scene 16

PIEE 6.7.0 Professional Integrated Enterprise Environment

My Account GPC Notifications Help

User: Stern Alcorn Logout

Last Successful Login Date: 2020/07/01 14:28:28 EDT

Last Successful Logout Date: 2020/07/01 16:10:24 EDT

Add COR Training

Training Course *
- Select -

Certificate *
Choose File

Completion Date *

Are you sure you want to add this training record?

Add Cancel Help

Complete all other required fields. These will differ depending on the type of user training selected.

Select the Add button to save the training to the My Training page.

My Training

Current Training is displayed. To view:

GPC Training

Display 10 Items

Course Name
CON091 - Contract Fundamentals
CLG001 - DoD Government Contracting

Showing 1 to 2 of 2 items

COR Training

Display 10 Items

Course Name
DAU COR 222 DAU CLC 222 COR on-line training, All
Specialized Training/License/Certification - Type C

Showing 1 to 2 of 2 items

Course Name	Training Level	Equivalency	Completion Date	Certificate	Hours	Provider	Source	Action
DAU COR 222 DAU CLC 222 COR on-line training, All	BC	No	2023/02/22	1.pdf	0	Provider	MANUAL	Edit Update View
Specialized Training/License/Certification - Type C	BC	No	2023/02/22	2.pdf	0	Provider	MANUAL	Edit Update View

Complete all other required fields. These will differ depending on the type of user training selected. Select the Add button to save the training to the My Training page.

Scene 17

My Training

Current Training is displayed.

GPC Training

Display 10 Items

Course Type	Course Component	Course ID	Completion Date	Certificate	Hours	Provider	Source	Action		
DoD Specified	DEPT OF DEFENSE (DoD)	DoD 1 (CLG 0010)	2023/08/01	Certificate 3.pdf	2 Years	2025/07/01	5	Provider	Manual	Edit Update View
DoD Specified	DEPT OF DEFENSE (DoD)	DoD 1 (CLG 0010)	2023/08/01	Certificate 3.pdf	2 Years	2025/07/01	5	Provider	Manual	Edit Update View

Showing 1 to 2 of 2 items

Previous 1 Next

COR Training

Display 10 Items

Filter:

Course Name	Training Level	Equivalency	Completion Date	Certificate	Hours	Provider	Source	Action
COR 206 CLC 206 CORs in a Contingency Environment	BC	No	2023/02/22	1.pdf	0	MANUAL		Edit Update View

Showing 1 to 1 of 1 items

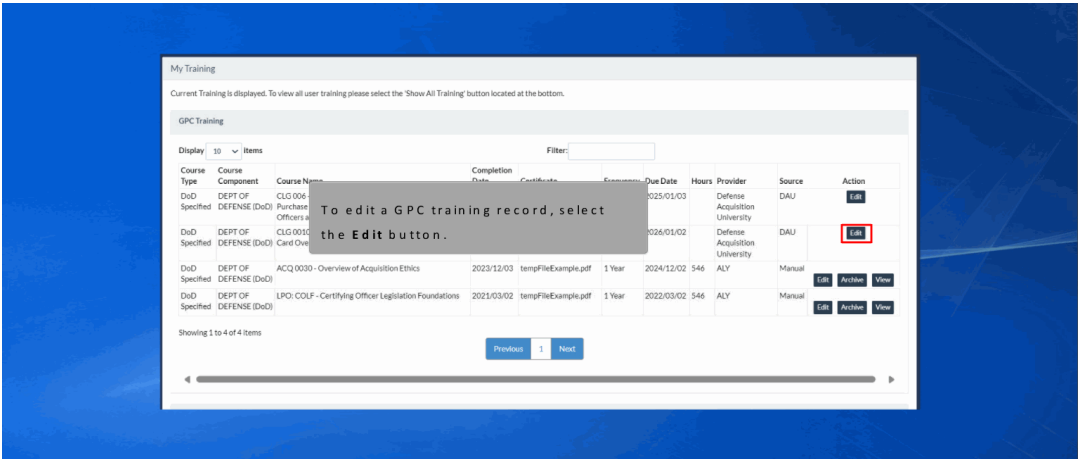
Add Training Cancel Export CSV

Upon adding additional training records, the information will be displayed under the GPC or COR sections on the My Training page.

After the training completion date, reminders for expiring GPC training will be sent to the email address on the user's profile based on the specified frequency.

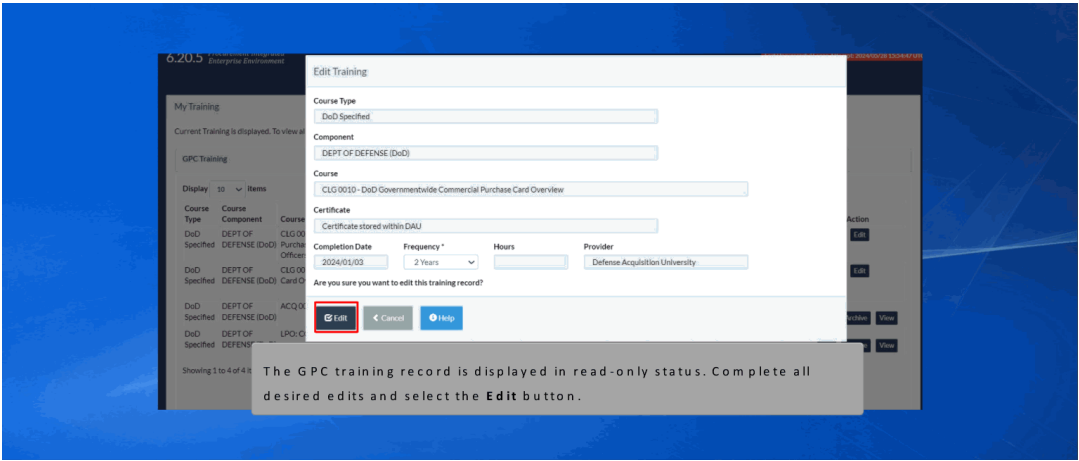
Upon adding additional training records, the information will be displayed under the GPC or COR sections on the My Training page. After the training completion date, reminders for expiring GPC training will be sent to the email address on the user's profile based on the specified frequency.

Scene 18



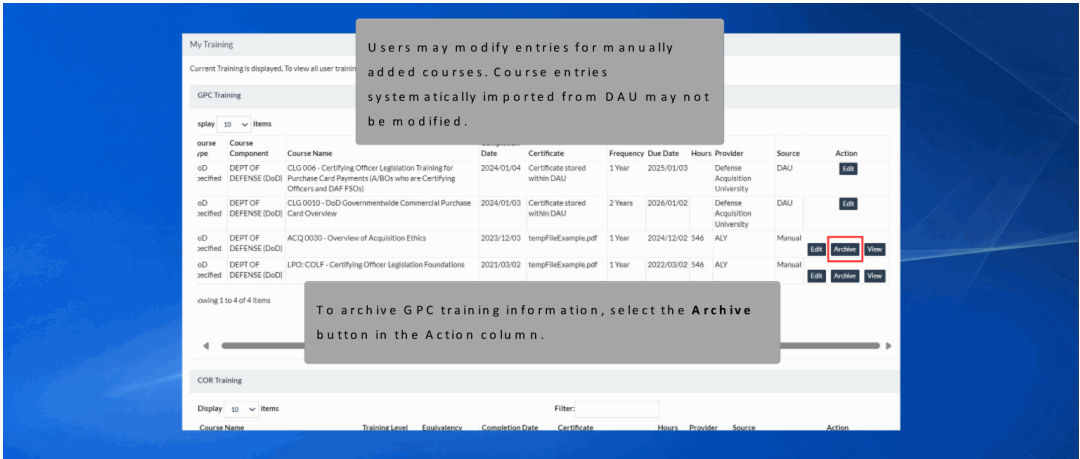
To edit a GPC training record, select the Edit button.

Scene 19



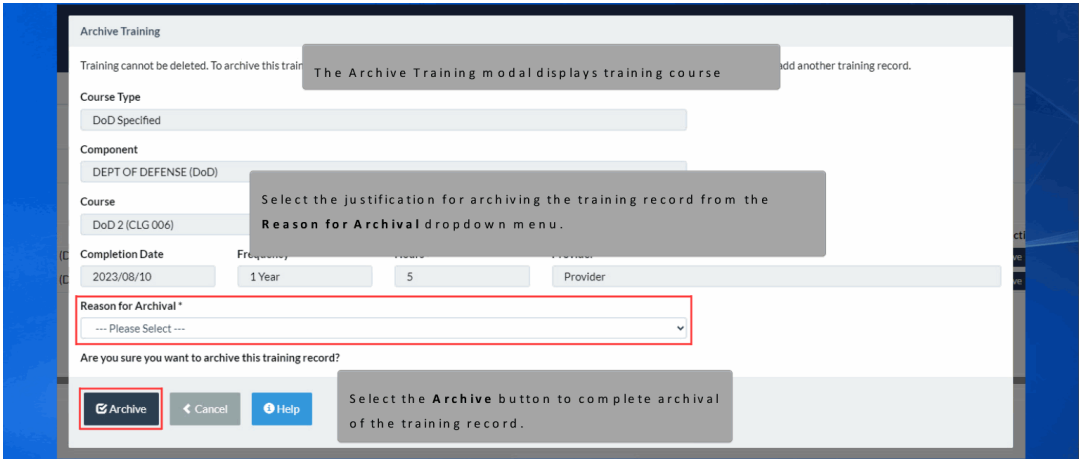
The GPC training record is displayed in read-only status. Complete all desired edits and select the Edit button.

Scene 20



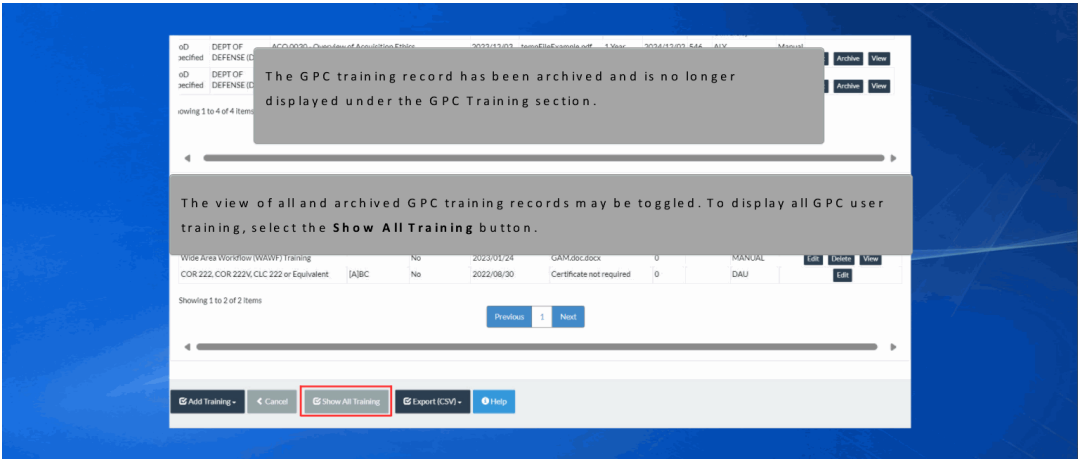
Users may modify entries for manually added courses. Course entries systematically imported from DAU may not be modified. To archive GPC training information, select the Archive button in the Action column.

Scene 21



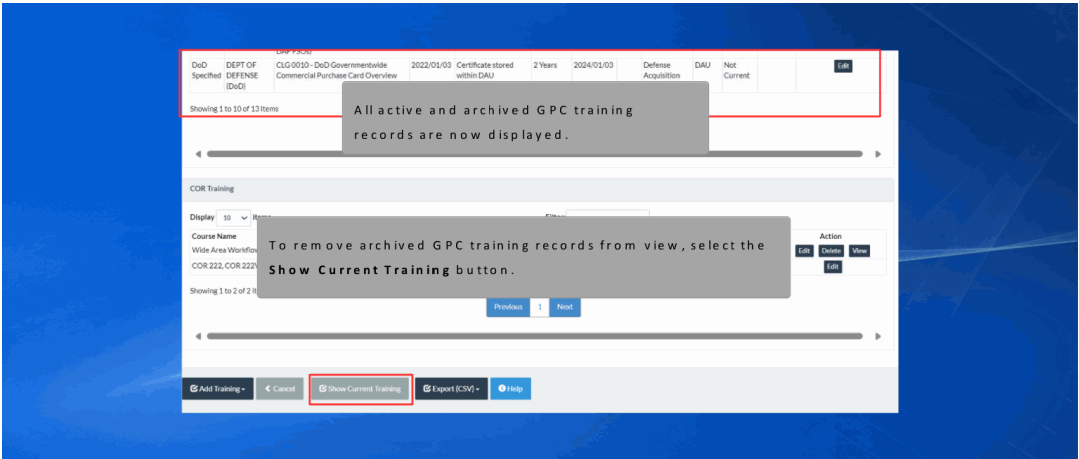
The Archive Training modal displays training course information in read-only status. Select the justification for archiving the training record from the Reason for Archival dropdown menu. Select the Archive button to complete archival of the training record.

Scene 22



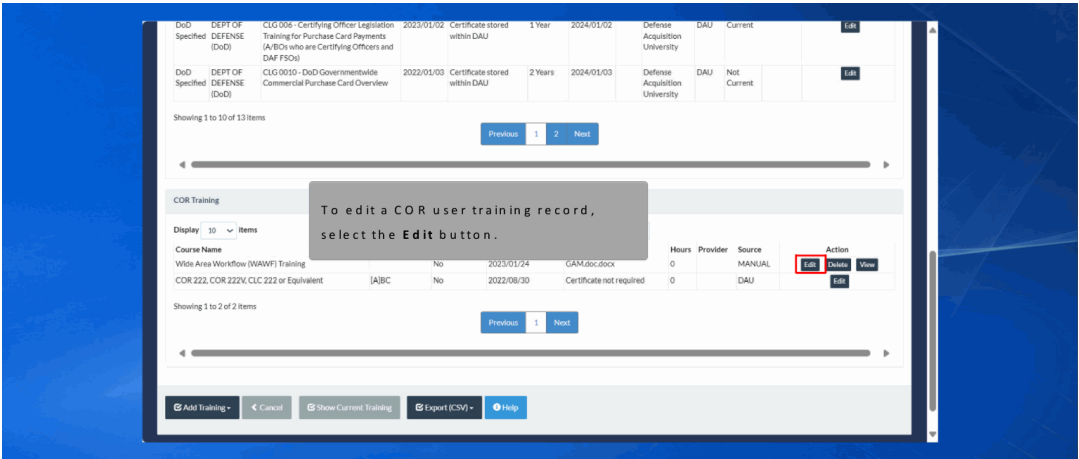
The GPC training record has been archived and is no longer displayed under the GPC Training section. The view of all and archived GPC training records may be toggled. To display all GPC user training, select the Show All Training button.

Scene 23



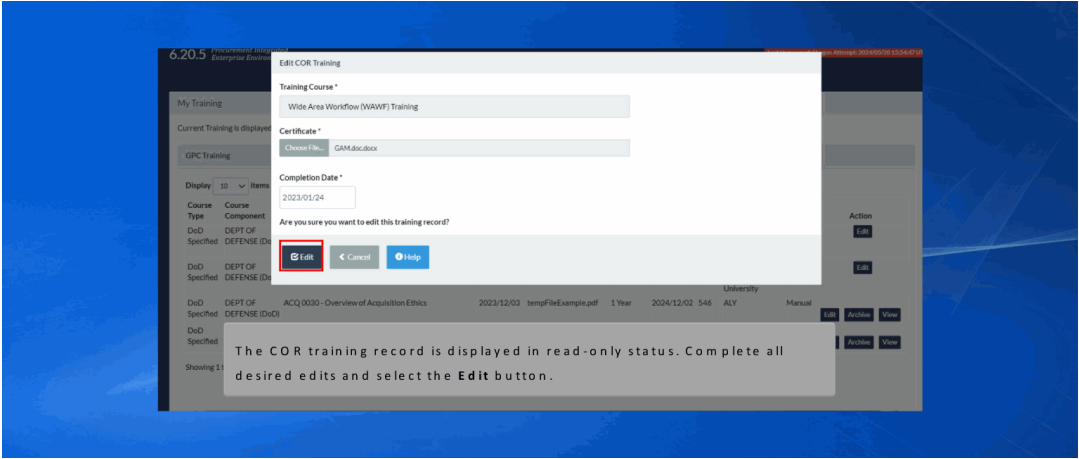
All active and archived GPC training records are now displayed. To remove archived GPC training records from view, select the Show Current Training button.

Scene 24



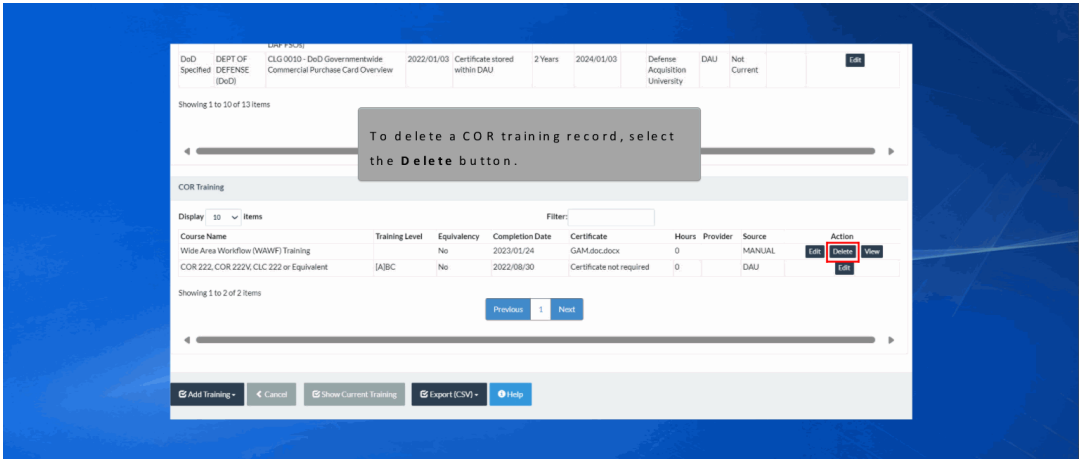
To edit a COR user training record, select the Edit button.

Scene 24



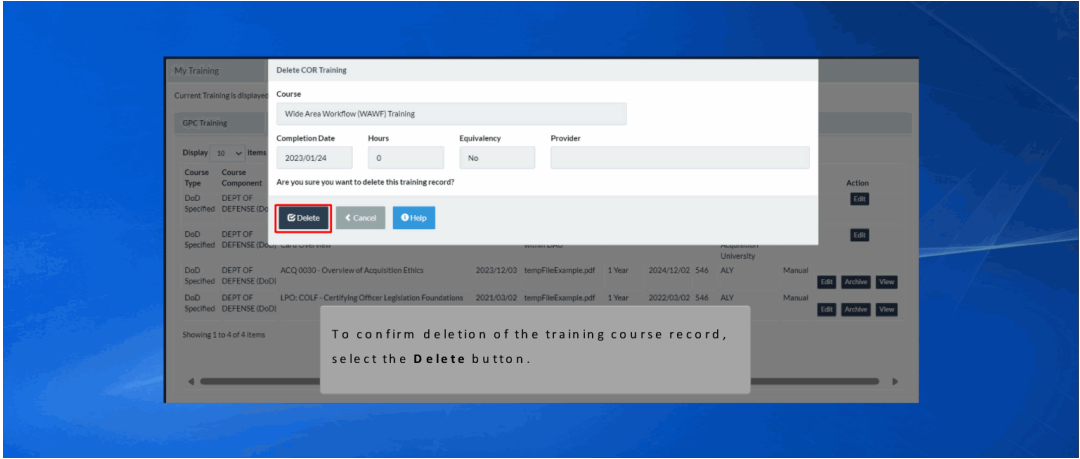
The COR training record is displayed in read-only status. Complete all desired edits and select the Edit button.

Scene 26



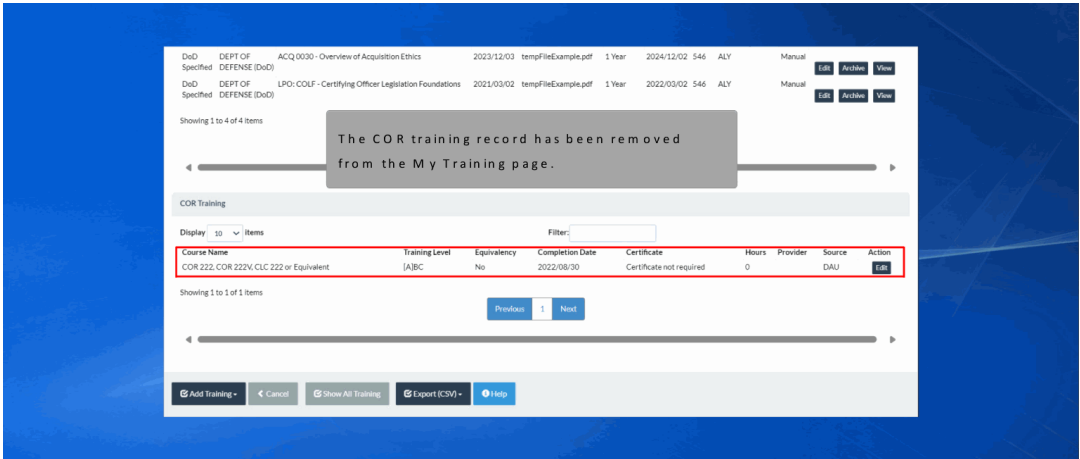
To delete a COR training record, select the Delete button.

Scene 27



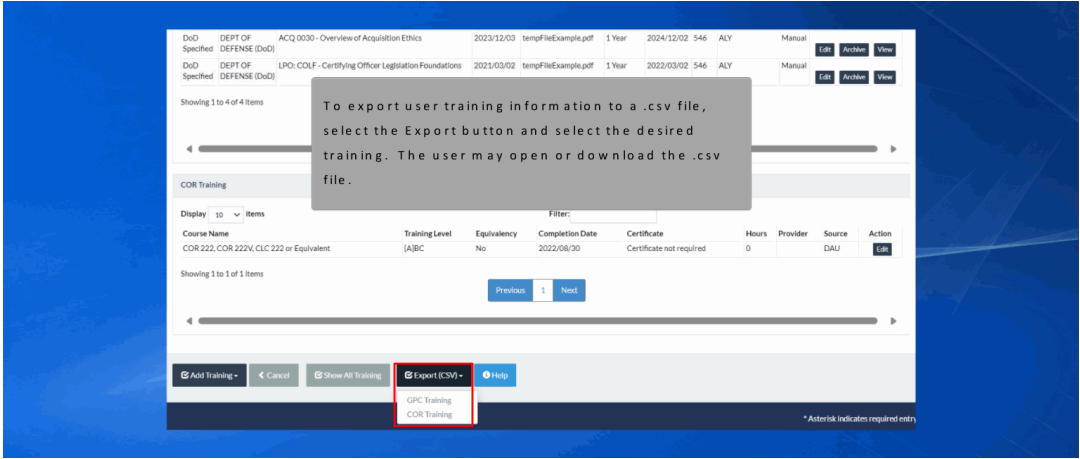
To confirm deletion of the training course record, select the Delete button.

Scene 28



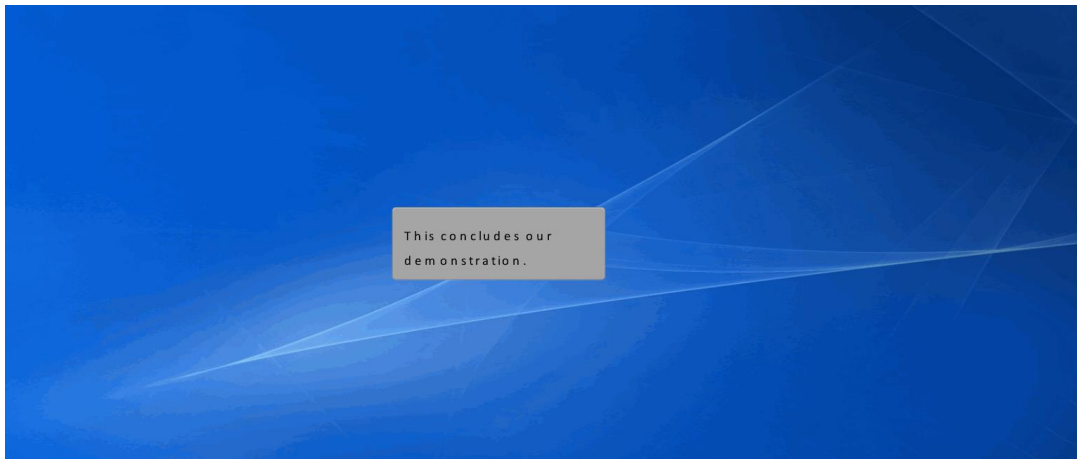
The COR training record has been removed from the My Training page.

Scene 29



To export user training information to a .csv file, select the Export button and select the desired training. The user may open or download the .csv file.

End



This concludes our demonstration.