

In some environments, it is imperative that you know who will be attending a specific event and gather additional information about them. Put down that pen and paper, throw away your old spreadsheets and learn how to use the Rosters feature in Galaxy to track this information for you.

During this online training session, we will discuss how to automate the process of collecting event participant information. Doing so will lead to greater efficiency by eliminating the lost data forms, unreadable answers and missed questions associated with the manual processes currently being utilized to obtain this information.

*You'll learn how to:*

- Configure Galaxy to prompt for information about event attendees
- Configure Attributes that can be used with rosters



*This course is offered online using Microsoft Live Meeting and Skype VOIP audio service. To take full advantage of this training session, customers should use a broadband internet connection with connected microphone and speakers.*

Location: Online • Duration: 1 hour • Tuition: \$100

Note: A minimum of three registrants is required to hold this class.

**Prerequisites:** Completion of System Administrator Essentials, or equivalent knowledge of:

- Basic Resource Management concepts
- Basic Galaxy Attributes concepts

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