HOW TO ACCESS ON-LINE FAMIS TRAINING MANUALS

SUMMARY

This procedure explains how to access the Miami-Dade County FAMIS training materials using the County's intranet.

PROCEDURE

The Miami-Dade County FAMIS training manuals are available to County employees who have access to the intranet. To access the FAMIS training manuals, you must have Microsoft Power Point program installed on your computer. Follow these steps:

1. Double left click on your internet browser (Internet Explorer or Netscape).
2. Type in the following URL (web address) http://intra.miamidade.gov/finance/financial-inquiry.asp
3. Left click on the desired section of the GUI Inquiry Training Manual. The manual is divided into four parts, each part listing the material covered.

A Power Point presentation will appear.

CONTACT(S):
Department/Division
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