INFORMS Users,

Please see the latest status update.

- **Training Guide Updates**
  - o FIN 204 – Receivables Processing

- **New Job Aids**
  - o Manual Billing Process for Grants Job Aid – see attached
  - o Convert a Bidder to a Supplier Job Aid – see attached

Please note the Job Aids will soon be available on the INFORMS Training webpage under each respective course.

Thank you,
INFORMS Team

For the fastest response to any issues, questions or concerns that you have relating to our go-live of INFORMS Rollout 1 (Finance / Supply Chain), please contact the ITD Service Desk at 305.596-HELP (4357) or via the self-service portal at: http://myit.miamidade.gov.