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INFORMS Users,

Please see the latest status update.

- **Training Guide(s) updates**

The following INFORMS Training Guide(s) have been recently updated –

- FIN 210: Create and Amend Contracts

- **Job Aid(s) updates**

The following INFORMS Training Guide(s) have been recently updated – see attached.

- FIN 201: Accounts Payable (AP) – Departmental & Central Construction Job Aid
- FIN 206: GOB Budget Journals Job Aid

Strategic Sourcing –

- SCM 204: Bidder/Supplier Portal Set Up Forgotten Password Security Question for the First Time Job Aid
- SCM 204: Bidder/Supplier Portal Update the Forgotten Password Security Question Job Aid
- SCM 204: Bidder/Supplier Portal How to Use Forgot Password Job Aid

Please note the Training Guide and Job Aids will soon be available on the [INFORMS Training webpage](#) under each respective course. Once again, we appreciate your engagement and continued support of INFORMS!

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>.