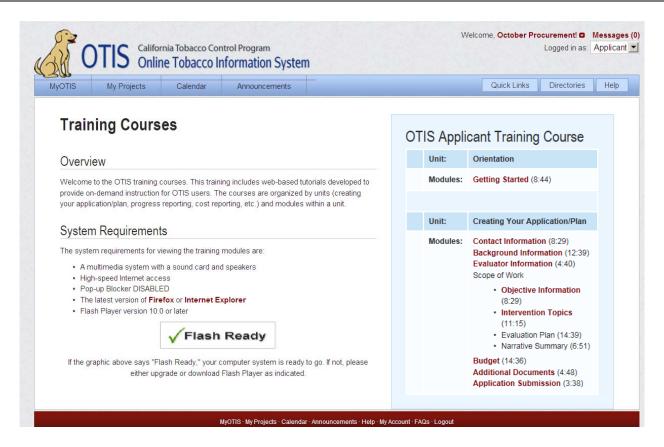
INSTRUCTIONS FOR ACCESSING THE OTIS APPLICANT TRAINING COURSE: CREATING YOUR APPLICATION/PLAN



OTIS Applicant Training Course

Unit:	Orientation
Modules:	Getting Started Using the WBT Interface
Unit:	Creating Your Application/Plan
Modules:	Contact Information Background Information Evaluator Information Scope of Work • Objective Information • Intervention Topics Budget Additional Documents Application Submission

STEPS:

- 1. Log-in to OTIS;
- 2. Use the Help link;
- 3. Select Training Courses;
- 4. View the Unit: Creating Your Application Plan modules by clicking the links on the left hand toolbar.