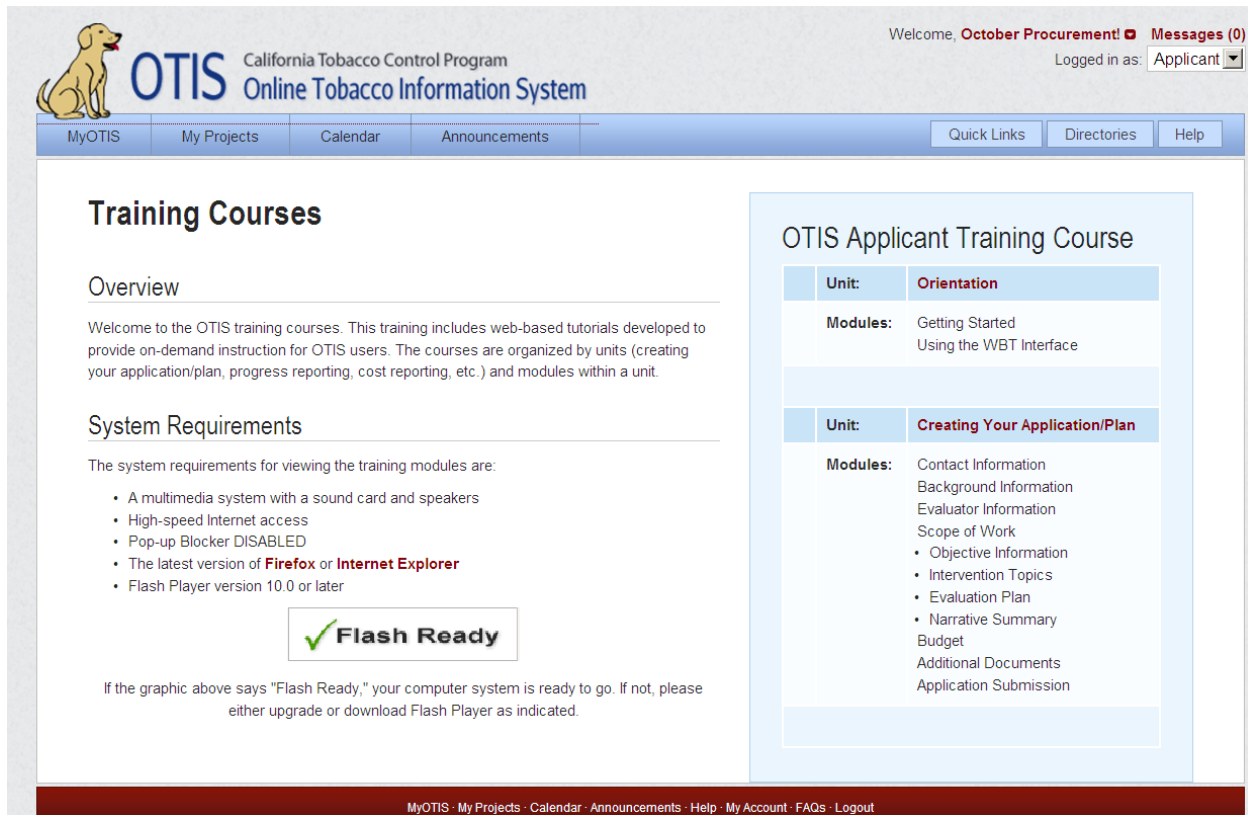


OTIS APPLICANT TRAINING COURSE CREATING YOUR APPLICATION/PLAN



Welcome, **October Procurement!** ■ **Messages (0)**
Logged in as: **Applicant** ▼

Training Courses

Overview

Welcome to the OTIS training courses. This training includes web-based tutorials developed to provide on-demand instruction for OTIS users. The courses are organized by units (creating your application/plan, progress reporting, cost reporting, etc.) and modules within a unit.

System Requirements

The system requirements for viewing the training modules are:

- A multimedia system with a sound card and speakers
- High-speed Internet access
- Pop-up Blocker **DISABLED**
- The latest version of **Firefox** or **Internet Explorer**
- Flash Player version 10.0 or later

Flash Ready

If the graphic above says "Flash Ready," your computer system is ready to go. If not, please either upgrade or download Flash Player as indicated.

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 <ul style="list-style-type: none"> • Objective Information • Intervention Topics • Evaluation Plan • Narrative Summary Budget Additional Documents Application Submission |

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STEPS:

1. Log-in to OTIS;
2. Use the Help link;
3. Select Training Courses;
4. Select Unit: *Creating Your Application/Plan*;
5. View the Module tutorials for each section.