

TRACS VILT Advanced Course Agenda

The TRACS Advanced VILT (Virtual Instructor-Led Training) is offered every **Wednesday 8am-4pm Mountain Time** (unless another time is specified). This course is intended to provide experienced users with the tools and skills needed to optimize and personalize their usage of TRACS. **Pre-Requisites:** Familiarity with the basics of project entry (we recommend taking the TRACS Basics course first). Register for your own access to the TRACS live and training sites.

Time	Agenda Items
8:00am-9:00am	Advanced Course Overview Introductions for online users (introduce yourself with name, title/agency, and your class goals) Adobe connect set-up: http://wsfr.adobeconnect.com/tracs-advanced/ KMS overview: course videos & assessments online: https://tracs.fws.gov/learning
Break (10 min)	
9:10am-9:30am	Lesson 11a: Advanced Mapper Tools
9:30am-10:00am	Lesson 11b: Using Layers and Filters
Break (10 min)	
10:10am-10:40am	Lesson 12: Advanced Shape Editing
10:40am-11:00am	Lesson 13: Import Shapefiles
Lunch Break (1.5 hour)	
12:30pm-12:45pm	Lesson 14: Copy and Delete a Project
12:45pm-1:00pm	Lesson 15: Habitat and Species
1:00pm-1:30pm	Lesson 16: Lands Data
Break (10 min)	
1:40pm-2:10pm	Lesson 17: Revisions and Amendments
2:10pm-2:30pm	Lesson 18: Interim Measures
2:30pm-2:40pm	Lesson 19: Profile and Help Desk
Break (10 min)	
2:50pm-3:20pm	Lesson 20: Workflow Manager
3:20pm-3:30pm	Lesson 21: Accessing FBMS Reports in TRACS
3:30pm-4:00pm	Day 2 Review & Wrap Up

After Class Tips:

- Join us or drop-in for the **online roundtable/mentoring sessions on Thursdays 8:00am-12:00pm Mountain Time**. This session is an open forum for users that provides mentoring on TRACS with time for questions and answers. Some sessions will cover specific topics as requested. Join at: <http://wsfr.adobeconnect.com/mentoring/>
- Continue to practice! Use the training site to practice entering real projects (current or backlog) and let us know if you have any questions.
- Register for your own access to the TRACS training site (separate registration from live) https://tracs.fws.gov/training/data_tracs/dt/dashboard
- Contact the TRACS training team with any follow-up questions at tracs-training@fws.gov