

# Trade Portal Training



trade portal

## BuilderMT Offers Complete Trade Portal Training

BuilderMT's comprehensive and user-friendly Trade Portal training tools will assist builders who have purchased or who are ready to implement the Trade Portal application to communicate with trades. Builder clients can attend a live Web-based training session and purchase a CD that contains several tools that will help builders maximize their time and busy schedules. Both resources will assist builders to quickly familiarize trades with the functions of the program.

### Live, Web-based Training Sessions

Builders have the opportunity to attend a live, Web-based training session conducted by BuilderMT staff. The training session allows for two hours of a complete overview of the Trade Portal that covers:

- *Recommended configuration between WMS Database Server and Web Server*
- *Prerequisites for full Trade Portal functionality, including required fields in WMS*
- *Customizing the Trade Portal Home Page as a medium for trade communication*
- *Setting up trades to log in and use the Trade Portal*
- *Detailed explanation of every screen's functionality*
- *Basic troubleshooting techniques*

### Trade Portal Vendor Training CD

The other tool available to assist builders with trade user training, the Trade Portal Vendor Training CD, contains resources to help trade users quickly master the Trade Portal application, including:

- *Trade Portal User Guide*
- *Recorded, Interactive Click-to-Learn Tutorial*
- *PowerPoint overview of Trade Portal screens*

**Visit our Web site today to learn more about BuilderMT's upcoming Trade Portal Training schedule. Please contact BuilderMT's Jody Elovitz at extension 163 to obtain the Trade Portal Vendor Training CD.**