

Training Options Included with Meevo Subscription

Walk-Through Help

Access by selecting the  next to the *Conovbar*[®]

- Users can search for help on tasks they wish to complete. They can either type in the search bar, or simply browse topics based on the Meevo feature.
- By selecting a topic, the user will be given an explanation of the Meevo feature and then guided with step-by-step on-screen prompts to complete the desired task.
- Walk-Through Help also displays banners to keep the user engaged and up-to-date with: Meevo releases, enhancements, hotfixes, features, and Millennium news and events.

Meevo Academy

Access by going to *Meevo* → *Help* → *Meevo Academy*

- Meevo Academy offers a wide range of interactive training courses, webinars, and quick tips.
- Access to Meevo Academy requires each employee to have a profile set up in Meevo.
- Discover and navigate through the content using intuitive filters, a flexible search box, and explore our Learning Paths designed to provide tailored courses that will assist you in excelling in your job role.
- Learning methods include short videos, imagery, infographics, interactive training materials, knowledge-checks, Frequently Asked Questions (FAQs), and more.

Courses:

- **Onboarding Courses:** Get comprehensive support for new users to smoothly implement Meevo through specialized onboarding courses.
- **Course Library:** Access a diverse range of courses, covering topics from beginner-level to advanced, to cater to different learning needs and skill levels.
- **Learning Paths:** Explore curated Learning Paths designed to provide tailored courses that align with specific job roles and responsibilities, ensuring targeted skill development and professional growth.

Webinars:

Engage with our live webinars by checking out our upcoming schedule and registering for the ones that pique your interest. Additionally, access our past webinar library for valuable content and insights.

Please Note: It takes up to 30 minutes to see the Meevo Academy tile under *Meevo* → *Help* after the employee profile is created and saved.

Additional Training Options, Additional Fees Apply

Remote Trainings¹

Virtual training.

- 1 designated trainer to perform training
- 1 hour (per topic) of training over the computer and phone

1 Hour Training Package

\$100

3 Hour Training Package

\$250

5 Hour Training Package

\$350

10 Hour Training Package

\$600

On-site Training²

Training at your location.

- 1 designated trainer to coordinate, plan, and perform your training
- Comprehensive consultation to discuss pain points and training needs
- Customized agenda and action plan
- Follow-up call
- Pre-Onsite Cost = \$200 per hour per facilitator³
- Post-Onsite Cost = Facilitator travel/transportation, lodging, meals and incidentals based on a per diem rate by location⁴

1. Training hours expire 1 year from the purchase date.

2. Onsite requests require at least 3 weeks notice and are scheduled based on availability.

3. Pre-Onsite costs are non-refundable and we cannot guarantee accommodation for changes to onsite requests once the Pre-Onsite purchase is complete. Any possible changes may require payment of additional costs associated with the modifications by the business.

4. "No Airfare" options only available for locations that are less than 3 hours driving distance from Millennium Systems International HQ.