

WSPM I-Trac Permissions Requests

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User Instructions Online Resources Administrative File Exchange

- Workshops
- WorkSource Adult/DW and Adult Discretionary Funds Cu
- I-Trac User Training & Permissions
 - I-Trac User Training & Permissions Procedures
 - Permissions Request Forms
 - Local Area Clackamas Users (non-OED)
 - Local Area East Cascades Users (non-OED)
 - Local Area Eastern Oregon Users (non-OED)
 - Local Area Lane Users (non-OED)
 - Local Area Mid-Willamette Valley Users (non-OED)
 - Local Area Oregon Northwest Users (non-OED)
 - Local Area Portland Metro Users (non-OED)
 - Local Area Rogue Valley Users (non-OED)

Primary Staff Type: WIOA Adult/DW/Youth Contract Staff or WIOA Adult/DW/Youth Contract Manager

Other Roles/Responsibilities: Reviewer/Interviewer and WIOA Adult/DW Documentation

Primary Staff Type	Other Responsibilities & Roles
<input type="text" value="WIOA Adult/DW/Youth Contract Staff"/>	<input type="checkbox"/> File Exchange Group - Latino Network
	<input type="checkbox"/> File Exchange Group - Latino Network ESG-CV
	<input type="checkbox"/> File Exchange Group - Multnomah County
	<input checked="" type="checkbox"/> Registration/Interviewer
	<input type="checkbox"/> Rent Assistance Career Coach
	<input type="checkbox"/> Rent Assistance HUB Coach
	<input type="checkbox"/> Special APN - VOA
	<input type="checkbox"/> Special APN - CAP
	<input type="checkbox"/> Special APN - Rapheal House
	<input type="checkbox"/> Special APN - SARC
	<input checked="" type="checkbox"/> WIOA Adult/DW Documentation
	<input type="checkbox"/> WIOA Youth Eligibility Reviewer
	<input type="checkbox"/> Workshop Scheduling
	<input type="checkbox"/> None

User/Trainee's Permissions:

- Portland-Metro WorkSource Adult/DW- data entry
- Can add more funds as needed: PDX ARPA; Work EX; Training; Career Boost; Prosperity 10K

List User/Trainee's Permissions

Select the Service Provider(s) and access levels appropriate for ALL user/trainees listed above. There is a button to add more than one Service Provider.

Service Provider (Fund - Site/Provider)	Access	Trainer's Name
<input type="text" value="Portland Metro - WorkSource Adult/DW"/>	<input type="text" value="Data Entry"/>	<input type="text"/>
<input type="button" value="ADD More Service Providers"/>		