

## Agiloft Open Lab Hours

Open lab sessions for additional help with Agiloft CMS.

*Attending the full training session is a pre-requisite for open lab.*

Wednesday, November 6	9:00-10:30am	Wool 228
Wednesday, November 13	8:00-9:00am	Wool 372
Wednesday November 20	11:30-1:00pm	Caroline 204
Monday, November 25 <sup>th</sup>	10:00-11:30am	Caroline 204
Wednesday, December 4 <sup>th</sup>	9:00am-10:30am	Caroline 204
Tuesday, December 10 <sup>th</sup>	9:00-10:30am	Caroline 204
Tuesday December 17 <sup>th</sup>	9:00-10:30am	Caroline 204

To submit any corrections or suggestions for the system, please fill out one of the online forms located on the Business & Finance Contract Management webpage.

### ***Agiloft Feedback and Change Request form:***

Use this form to submit system change requests, report system errors or for departmental workflow edits:

[https://docs.google.com/forms/d/e/1FAIpQLSdpV47TnssDhR87ibU8zJ\\_xAdY93g3vlfAZ1W5RH7FEhmvV9w/viewform](https://docs.google.com/forms/d/e/1FAIpQLSdpV47TnssDhR87ibU8zJ_xAdY93g3vlfAZ1W5RH7FEhmvV9w/viewform)

### ***Agiloft add/Change user form:***

Use this form to change a user's role in the system or add/delete a user:

[https://docs.google.com/forms/d/e/1FAIpQLScr8sUmw-cSl4dGYByAn\\_7zJERck8ppvoDw8wPpOMM34HTZpw/viewform?fbzx=-1752521364320921341](https://docs.google.com/forms/d/e/1FAIpQLScr8sUmw-cSl4dGYByAn_7zJERck8ppvoDw8wPpOMM34HTZpw/viewform?fbzx=-1752521364320921341)

For more information or questions, please contact Ellen Borowiak, [ellen.borowiak@slu.edu](mailto:ellen.borowiak@slu.edu) or Katy Wittwer, [katy.wittwer@health.slu.edu](mailto:katy.wittwer@health.slu.edu) .