



STATE OF INDIANA

AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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December 9, 2020

Dear Newly Elected Official,

As stated in the November 30, 2020 letter that was mailed to you, we are sending you the schedule of events for the December office specific trainings. The trainings are separated by office and then listed in date order. To the right of each session is a link that will take you to WebEx in order to sign in for the session.

You can access the WebEx through a laptop, desktop computer, tablet, or phone. A camera and microphone are not necessary to watch the sessions but to participate in the Q&A portion at the end of each session they do come in handy. You can use a phone to call in with the number 1-415-655-001 you will need to enter the correct access code for each session (listed below next to the link). The Access code is only needed for those calling in with a phone.

The WebEx will be set up, so you are able to gain access 15 minutes prior to every session. We highly recommend you log on early in case there are technical difficulties. Once you have logged on be aware that any cameras and microphones will be automatically shut off during the presentation but there is a chat feature available if you need to communicate. Once the presentation is over, we will have a Q&A session following and any cameras and microphones will be turned on at that time, of course you can always choose to turn them off.

Each sessions presentation will have a packet of information that includes the powerpoint presentation as a pdf along with any additional documents presented. These packets will be placed on our Counties page of our website at: <https://www.in.gov/sboa/political-subdivisions/counties/>, scroll down to "Presentations and Training Materials" and click the arrow to the right to expand the section. Packets will be uploaded to the website the Friday before the corresponding session.

If you have any question please do not hesitate to reach out to us either by email: Countie@sboa.in.gov or phone: 317-232-2512.

Lori Rogers & Ricci Hofherr
Directors of County Audit Services
Indiana State Board of Accounts



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December 2020 SBOA Newly Elected Schedule of Sessions

(All times are scheduled with Eastern Standard Time)

Auditors

December 15th (Tuesday)-

Accounting Overview / Resources @ 10 am
Roles of the AOS, DLGF, & SBOA @ 11 am

[Event Link - Click Here](#)

Code: 178 429 0689

[Event Link - Click Here](#)

Code: 178 429 0689

December 17th (Thursday)-

Gateway Overview @ 1 pm

[Event Link - Click Here](#)

Code: 178 100 4899

Clerks

December 16th (Wednesday)-

Accounting Overview / Resources @ 1 pm

[Event Link - Click Here](#)

Code: 178 672 6208

December 17th (Thursday)-

Gateway Overview @ 1 pm

[Event Link - Click Here](#)

Code: 178 100 4899

Recorders

December 16th (Wednesday)-

Accounting Overview / Resources @ 10 am

[Event Link - Click Here](#)

Code: 178 429 5862

December 17th (Thursday)-

Gateway Overview @ 1 pm

[Event Link - Click Here](#)

Code: 178 100 4899

Treasurers

December 15th (Tuesday)-

Roles of the AOS, DLGF, & SBOA @ 11 am

[Event Link - Click Here](#)

Code: 178 429 0689

Accounting Overview / Resources @ 1 pm

[Event Link - Click Here](#)

Code: 178 087 1070

December 17th (Thursday)-

Gateway Overview @ 1 pm

[Event Link - Click Here](#)

Code: 178 100 4899