

<b>COURSE TITLE:</b>	<b>SIGMA BASIC PS REPORTING WORKSHOP</b>
<b>VENDOR:</b>	NAVAIR
<b>LOCATION:</b>	Patuxent River, Maryland
	<b>DATES:</b> <b>30</b> and <b>31</b> AUG 04 <b>01</b> and <b>27</b> and <b>28</b> and <b>29</b> SEP 04
<b>LENGTH:</b>	3 Hours
<b>TIME:</b>	8:00-11:00 a.m. or 1:00-4:00 p.m.
<b>DESCRIPTION:</b>	This Basic Project Systems Reporting Workshop will prepare you to use Sigma to extract report data, create report variants, export report data, and create display variants.
<b>SIGMA ROLES:</b>	<ul style="list-style-type: none"> <li>❖ Program/Project Management</li> <li>❖ Project Team Lead</li> <li>❖ Project Analyst</li> <li>❖ Executive Oversight-Business Financial</li> <li>❖ Cost Redistribution Account Operations</li> <li>❖ Executive Management/Strategic Planning</li> <li>❖ Executive Oversight-Fiduciary</li> <li>❖ Program Budget Formulation-Fiduciary</li> <li>❖ Operating Budget-Fiduciary</li> <li>❖ Funds Control-Fiduciary</li> <li>❖ Program Budget Formulation-Competency Business Support</li> </ul>
<b>MATERIALS NEEDED:</b>	Participants will need to have an active Sigma/SAP logon (for Logon Pad access option available on the desktop), as well as an NMCI logon.
<b>NOMINATIONS:</b>	<p>NAVAIR government employees should register via the SAP Logon Pad on their desktop. Step-by-step instructions for how to complete a registration can be found at: <a href="#">Career Development</a></p> <p>Government contractors and employees without basic user access to SIGMA/SAP should complete the <a href="#">Sigma Contractor ITR</a> and fax it to the Sigma Site Course Coordinator at (301)342-4523.</p>
<b>COST:</b>	None
<b>POC:</b>	(301) 757-1009