Alaska-Metrc Support Bulletin

Bulletin Number: AKIB#007_071318	**Distribution Date**: 07/13/18	**Effective Date**: N/A
Contact Point: support@metrc.com	**Subject(s)**: Workshop Announcement	
Reason: Workshop Announcement		

Greeting Metrc Users,

In our on-going efforts to provide training & support for the Cannabis industry, we would like to announce that Metrc will be providing in-person training workshops in September, 2018. These workshops will be open to all employees with agent badges in the Alaska Cannabis industry (Owners, Managers and Staff).

Important Note - Minimum attendee requirement:

- Due to the number of locations, distance of travel involved and historically low attendance for currently available training classes a minimum requirement for attendance has been put into effect.
- We are respectfully requesting that industry users register as soon as possible online. If fewer than 15 users register for any single workshop, the workshop may be cancelled

Workshop Overview

- The purpose of these workshops is to address current issues and common errors experienced by the industry and the state regulatory authority
- The workshops will be live, in-person
- There will be a Q&A session after each workshop with Metrc staff
- Workshops may have state personnel in attendance

Workshop Registration

Registration is available now: Metrc.com/Alaska

- Space for workshops may be limited
- Users who want to attend must register online at the link above
    - *Each person must register individually online, those who are not registered may be denied entry*

Date, Time & Location

Juneau, AK

Monday, September 10th
1:30 PM – 4:30 PM AKDT
Location TBD

Anchorage, AK

Tuesday, September 11th
Wednesday, September 12th
1:30 PM – 4:30 PM AKDT
Location TBD

Kenai, AK

Thursday, September 13th
1:30 PM – 4:30 PM AKDT
Location TBD

Fairbanks, AK

Friday, September 14th
1:30 PM – 4:30 PM AKDT
Location TBD

Workshop Agenda

- Introduction
- Review previous workshop notes
- Common Errors
- New Features
- Training & Support

Additional agenda items may be added without notice before the workshops or on a case-by-case basis.

METRC – INDUSTRY TRAINING

Metrc provides industry training & education workshops in person and online as well as training guides and videos.

- Register for workshops or classes online at: **Metrc.com/Alaska**
- *You must attend at least one New Business (Level 1) class online before you may register for other classes*
- *We recommend that all industry users take classes every 3-4 months to stay updated on new features or changes*

Online classes available:

- Metrc New Business (Level 1) – All Facilities
- Metrc Advanced (Level 2)
- Metrc Advanced (Level 2) – Testing Labs (Labs must request training via email)

METRC - INDUSTRY SUPPORT

Metrc provides live interactive support for industry users and licensees. This information can found on our website, when logged into Metrc under your Support tab and listed below.

Check under the "Support" tab for additional resources.

Please be advised that the new *CSV Formatting Guide* is now located under the Support Tab when you login to Metrc. Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions or to request a copy of previous industry bulletins.