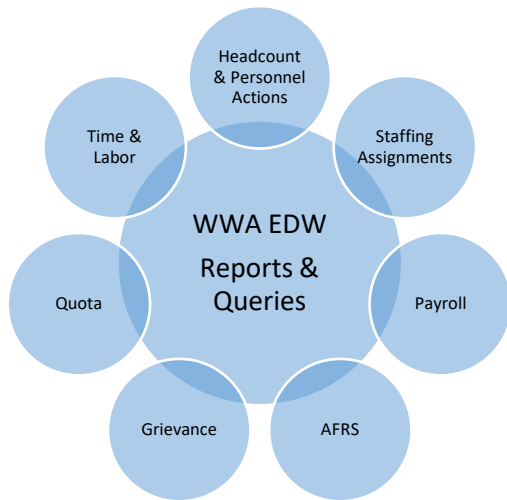


# Washington Workforce Analytics (WWA)

Presented by Office of Financial Management, State Human Resources



**Learning Objective:** Upon completion of this one-day course, users will understand the purpose and benefit of the WWA enterprise reporting solution and receive hands on learning experience, including:

- Navigating the web-based tool and folder structures.
- Understanding user roles and responsibilities.
- Scheduling, accessing and modifying standard pre-built reports.
- Developing ad hoc queries based on actual business questions.
- Formatting query results with sections, breaks and charts
- Creating and combining multiple queries.

**Limited seating. Register today!**

## **Reasonable Accommodation:**

*If you need a reasonable accommodation, contact OFM State HR 2-weeks prior to the course at (360) 407-4129 or [strategichr@ofm.wa.gov](mailto:strategichr@ofm.wa.gov).*

## **Available Dates:**

January: 16, 17, 18, 22, 23, 24, 25, 26, 29, 30, or 31

February: 1, 5, 8, 9, 12, 13, 14, 15, 22, 23, 26, or 28

## **Location:**

PC Lab TR3680

Department of Enterprise Services

1500 Jefferson Street SE

Olympia, Washington 98501, [Map](#)

## **Time:**

8:30 a.m. – 4:30 p.m.

## **Cost:**

There is no cost for this training.

## **Registration:**

State agency participants must register through the [Learning Management System](#) (LMS). You may find this class by searching for:

**OFM Washington Workforce Analytics (WWA)**

**Course Code: OFMWWA2018**

**Note:** All participants must submit an authorized User Access form and sign a non-disclosure agreement prior to training.

Visit: <https://ofm.wa.gov/state-human-resources/workforce-data-planning/washington-workforce-analytics-project>

**Questions?** Contact OFM State HR:

(360) 407-4129, or [strategichr@ofm.wa.gov](mailto:strategichr@ofm.wa.gov)