



North Dakota Legislative Council

Prepared by the Legislative Council staff
LC# 23.9420.01000
December 2022

COMPUTER TRAINING SESSIONS FOR LEGISLATORS

Monday, December 5, 2022

9:00 - 10:30 a.m. Returning legislator laptop computer training session in the Roughrider Room. The session is 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training that may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the Legislative Council reception desk.** Training includes a refresher on the laptop computers, virtual private network (VPN), legislative applications, Legislator's Automated Work Station (LAWS) system, document synchronization between laptop and tablet computers, email quota and archive, correspondence templates, printing, and remote desktop support network access.

9:00 - 10:30 a.m. Returning legislator tablet computer training session in the Harvest Room. The session will be 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training that may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the Legislative Council reception desk.** This training includes VPN, legislative applications, operating system and application updates, creating and editing documents, note taking, document synchronization between laptop and tablet computers, remote network access, and other topics.

3:15 - 5:15 p.m. New legislator laptop computer distribution and training session in the Roughrider Room. The session is 2 hours in length and is required to receive equipment. The session includes laptop computer distribution, cybersecurity training, review of policies governing computer use, training on software applications used by legislators, correspondence templates, printing, VPN, and remote network access. **Legislators assigned to this training session include:** Representatives Anna S. Novak, Jeremy Olson, SuAnn Olson, Brandon Prichard, Nico Rios, Steve Swiontek, Kelby Timmons, Lori VanWinkle, Scott Wagner, and Jonathan Warrey and Senators Dean Rummel, Jonathan Sickler, and Kent Weston.

3:15 - 5:15 p.m. New legislator tablet computer distribution and training session in the Harvest Room. The session will be 2 hours in length and is required to receive equipment. **Legislators assigned to this training session include:** Representatives Karen A. Anderson, Landon Bahl, Josh Christy, Liz Conmy, Hamida Dakane, Jayme Davis, and Scott Dyk and Senators Michelle Axtman, Jeff Barta, Todd Beard, Keith Boehm, Ryan Braunberger, and Sean Cleary.

Tuesday, December 6, 2022

12:30 - 2:00 p.m. Returning legislator laptop computer training session in the Roughrider Room. The session is 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training that may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the**

Legislative Council reception desk. Training includes a refresher on the laptop computers, VPN, legislative applications, LAWS, document synchronization between laptop and tablet computers, email quota and archive, correspondence templates, printing, and remote desktop support network access.

12:30 -
2:00 p.m. Returning legislator tablet computer training session in the Harvest Room. The session will be 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training which may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the Legislative Council reception desk.** This training includes VPN, legislative applications, operating system and application updates, creating and editing documents, note taking, document synchronization between laptop and tablet computers, remote network access, and other topics.

2:45 -
4:15 p.m. Returning legislator laptop computer training session in the Roughrider Room. The session is 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training that may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the Legislative Council reception desk.** Training includes a refresher on the laptop computers, VPN, legislative applications, LAWS, document synchronization between laptop and tablet computers, email quota and archive, correspondence templates, printing, and remote desktop support network access.

2:45 -
4:15 p.m. Returning legislator tablet computer training session in the Harvest Room. The session will be 90 minutes in length and is limited to 15 legislators. Training courses also are available online as video training that may be taken at your convenience. The Legislative Council Information Technology staff encourages returning legislators to utilize the video training instead of signing up for classroom training courses. **Signup is at the Legislative Council reception desk.** This training includes VPN, legislative applications, operating system and application updates, creating and editing documents, note taking, document synchronization between laptop and tablet computers, remote network access, and other topics.

Wednesday, December 7, 2022

12:00 noon -
2:00 p.m. New legislator laptop computer distribution and training session in the Roughrider Room. The session is 2 hours in length and is required to receive equipment. The session includes laptop computer distribution, review of policies governing computer use, training on software applications used by legislators, document synchronization between laptop and tablet computers, correspondence templates, printing, VPN, and remote network access. **Legislators assigned to this training session include:** Representatives Karen A. Anderson, Landon Bahl, Josh Christy, Liz Conmy, Hamida Dakane, Jayme Davis, and Scott Dyk and Senators Michelle Axtman, Jeff Barta, Todd Beard, Keith Boehm, Ryan Braunberger, and Sean Cleary.

12:00 noon -
2:00 p.m. New legislator tablet computer distribution and training session in the Harvest Room. The session will be 2 hours in length and is required to receive equipment. **Legislators assigned to this training session include:** Representatives Lisa Finley-DeVilleville, Kathy Frelich, Jim Grueneich, Matt Heilman, Donna Henderson, Dawson Holle, Jorin Johnson, Jim Jonas, Carrie McLeod, Mike Motschenbacher, and Eric James Murphy and Senators Judy Estenson and Greg Kessel.

2:30 -
4:30 p.m. New legislator laptop computer distribution and training session in the Roughrider Room. The session is 2 hours in length and is required to receive equipment. The session includes laptop computer distribution, review of policies governing computer use, training

on software applications used by legislators, document synchronization between laptop and tablet computers, correspondence templates, printing, VPN, and remote network access. **Legislators assigned to this training session include:** Representatives Lisa Finley-DeVillie, Kathy Frelich, Jim Grueneich, Matt Heilman, Donna Henderson, Dawson Holle, Jorin Johnson, Jim Jonas, Carrie McLeod, Mike Motschenbacher, and Eric James Murphy and Senators Judy Estenson and Greg Kessel.

2:30 -

4:30 p.m.

New legislator tablet computer distribution and training session in the Harvest Room. The session will be 2 hours in length and is required to receive equipment. **Legislators assigned to this training session include:** Representatives Anna S. Novak, Jeremy Olson, SuAnn Olson, Brandon Prichard, Nico Rios, Steve Swiontek, Kelby Timmons, Lori VanWinkle, Scott Wagner, and Jonathan Warrey and Senators Dean Rummel, Jonathan Sickler, and Kent Weston.