

Quick Facts

LENGTH
10 minutes

**CONTACT
HOURS**

START TIME
Self-paced

END TIME
Self-paced

Navigating Team Georgia Marketplace

Course Description:

The purpose of this training session is to guide you as a purchasing professional through the steps to navigate through Team Georgia Marketplace, the new electronic procurement system within the State of Georgia. This training will be video-based and self-paced.

Audience:

Purchasing professionals including requestors, approvers, reviewers, and buyers.

Objectives:

At the completion of this training course, you will be able to do the following:

- Sign in to Team Georgia Marketplace
- Navigate the Main Menu
- Set up your Favorites
- Use your Worklist
- Turn off Pop Up Blocker
- Access a New Window

Prerequisites:

- **None**