



Agency ASEDRA Administrator Overview and Update

**Thursday February 4, 2016
9:00 a.m.—11:00 a.m.**

**Department of Administration
100 North 15th Avenue, Room 300
Phoenix, Arizona 85007**

This course is intended for all State Agency ASEDRA Administrators to provide them a better understanding of the Arizona State Employee Driver Record Application (ASEDRA) system. ASEDRA was developed in accordance with the A.A.C. Rule [R2-10-207.12](#).

Agenda items will include:

- System overview—how things work / how to work things
- Administrator responsibilities—what to do / why do it
- Recent programming enhancements—what's new
- Round table discussion to identify future needs and procedures
- Questions and answers

How to Register

Please log on to Y.E.S. at https://portal.hris.azdoa.gov/CES/ces_login.jsp

- Under Employee Services choose Employee Training
- Registration by Category: State Risk Management Courses
- Course: ASEDRA, Session 2*

**system tip—click on the course number, not the course description, and select the Session #*

If you have difficulty registering or do not have access to Y.E.S., please call (602) 542-2175