



# SupplyCentre™ TRAINING

## WEEKLY WEBCAST TRAINING SESSIONS

Quadrem holds set weekly SupplyCentre training sessions, which are delivered via trainer-led online training. To participate in online training you will require access to phone and internet. Training sessions are usually no longer than 60 minutes.

To concentrate on specific functionality, training sessions are divided into several topics and Buyer specific requirements.

### General session

**Buyers:** Alcoa, Anglo American, BHP Billiton (Goods suppliers only), Minara Resources, Newmont, Rio Tinto, Thiess

**Date/Time:** Wednesday, 11.00am (Brisbane time)

**Covers:**

- Order Management
- Logistics
- Billing

### BHP Billiton – Service Suppliers

**Date/Time:** Wednesday, 3.00pm (Brisbane time)

**Covers:**

- Order Management
- Service Entry Sheets
- Service Entry Sheet Responses
- Billing

### Woodside session

**Date/Time:** Thursday, 11.00am (Brisbane time)

**Covers:**

- Order Management
- Service Entry Sheets
- Service Entry Sheet Responses
- Billing

## BOOKINGS

To make a booking, email [training.aust@quadrem.com](mailto:training.aust@quadrem.com).

Specify which training session and preferred date as well as all the contact names and email addresses of those attending.

Please feel free to request for additional training at any time. For active Quadrem members, training is provided free of charge.

**For support call 1300 519 566 or email [quadremsolve@quadrem.com](mailto:quadremsolve@quadrem.com)**