

NEICE 2.0 Training for ICPC Caseworkers

Required eLearning, Practice and Tetrus Webinar with helpful links provided to the NEICE Support Desk Knowledge Base resources.



Three **Steps to** take before using NEICE 2.0

3

Take eLearning courses

Practice in your state's UAT Test environment

Attend or view a recording of Tetrus' Webinar

Knowledge of the process forms the foundation of your success using NEICE NEICE Training is essential, the following are the three (3) required eLearning sessions for ICPC Coordinator (click links):

- 1. <u>NEICE Overview</u>
- 2. <u>NEICE Security</u>
- 3. ICPC Caseworker

Practice Makes Perfect

So, you're ready to start practicing in a safe environment in NEICE? GREAT!

Visit the NEICE Support Desk Knowledge Base for resources and help for "Practicing in NEICE" (click link)

Your State Admin can create a user ID for you in the test environment used by your state. If you do not have user access assigned, contact your NEICE State Admin who can provide access.

> ***Please use Google Chrome for NEICE 2.0 UAT; You may encounter issues with other browsers.***

Register for NEICE Training provided by Tetrus NEICE offers webinar-based training for the various roles in NEICE on a monthly basis. This provides an opportunity to ask questions and learn from discussion with others.

Visit the NEICE Support Desk Knowledge Base for the <u>NEICE</u> <u>Training Schedule</u>; OR visit <u>NEICE 2.0</u> <u>Training page for recorded webinars</u> for each role. NEICE Support: Ways to get help in NEICE CMS/MCMS Ask **your state NEICE lead, supervisor, or a coworker for** help on basic questions like how do I get access to NEICE, or how do I reset my password?

Explore the **NEICE Knowledge Base** for job aids on how to use the NEICE system. http://support.neice.us/support/solutions

Send the **NEICE support desk** an email between 7 am and 7 pm ET. Your email generates a support ticket and helps us track your question and respond in a timely way.

Email: support@neice.us

You can also submit a ticket through the Tetrus online portal: <u>http://support.neice.us/support/home</u>