

For: State Offices

Supplemental Revenue Assistance Payments (SURE) Webinar

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

FSA will conduct webinars to provide training for State Offices and DD's on the SURE program on Monday, September 21, 2009, and Tuesday, September 22, 2009.

B Purpose

This notice provides information about the following:

- webinar link information
- e-mail address for questions
- taped version of webinar
- training slides location
- training evaluations
- documenting training
- State Office action
- contact information.

Disposal Date	Distribution
November 1, 2009	State Offices; State Offices relay to County Offices

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2 Webinar Link and Questions

A Webinar Link

Participants shall use the following link for both Monday's and Tuesday's sessions:

<mms://a1522.12374752456.c23747.n.lm.akamaistream.net/D/1522/23747/v0001/reflector:52456>.

The webinar will start at 10:30 am EDT and end approximately 3 pm EDT.

Note: Participants **shall** test the above link starting at approximately 9 am EDT on the scheduled training dates to ensure access. If participants have technical issues, they should contact the Help Desk to create a magic ticket on the technical problem.

B Submitting Questions for Webinar

Participants may submit questions during the webinar by e-mail to fsa.sure@wdc.usda.gov. The questions may be addressed during the webinar.

3 Additional Training Materials and Evaluation

A Taped Version of Webinar

The webinar will also be taped and available for later viewing on DAFP's Intranet training site at <http://fsaintranet.sc.egov.usda.gov/fsa/dafp/training/>.

B PowerPoint Presentations

The PowerPoint slides developed for the webinar training will also be available on DAFP's Intranet training site on September 18, 2009.

C Training Evaluation

Participants shall complete the webinar training evaluation located on DAFP's Intranet training site after the completion of the webinar.

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3 Action

A Documenting Training

Participants shall register for the SURE webinar training through AgLearn. Direct questions about AgLearn processing to the State Training Officer.

Step	Action
1	Access AgLearn at http://www.aglearn.usda.gov/ .
2	Under “Learner Center”, CLICK: <ul style="list-style-type: none">• “Learner Login”• “I agree”.
3	On the eAuthentication Login Screen: <ul style="list-style-type: none">• enter user ID and password• CLICK “Login”.
4	CLICK “Catalog”.
5	Under “Subject Area Menu”, CLICK “▶” next to “AgLearn Original Courseware Structure”. Note: This may take a moment to open.
6	CLICK “Farm Service Agency”.
7	Find “SURE Webinar Training”.
8	CLICK “Register”.
9	Under the “Registration Comments” section, in the “Comments” box: <ul style="list-style-type: none">• enter title and State name• CLICK “Confirm”.
10	An e-mail confirmation will be received in the next hour.

B State Office Action

State Office’s shall ensure that:

- program specialists responsible for SURE access the link to view the webinar
- DD's have reviewed this notice and are available for the training
- all SURE National Training participants view the webinar.

C Contact

For questions about this notice, State Offices shall contact Mike Sienkiewicz by either of the following:

- e-mail at mike.sienkiewicz@wdc.usda.gov
- telephone at 202-720-8959.