



May 17, 2016

**NOTICE TO THE TRADE:  
AMS Vendors WBSCM Refresher Trainings**

The Agricultural Marketing Service (AMS) is providing current vendors an opportunity to participate in an AT&T Live Connect meeting for the Web-Based Supply Chain Management (WBSCM) System. The training will focus on the following: Submitting Offers, including the new export/import feature, Advance Shipping Notification (ASN), Invoice training and overview of the Corporate Vendor Admin duties.

The AT&T Live Connect training is instructor-led and will walk vendors through each step on the aforementioned topics. The dates and times the AMS WBSCM team will conduct these trainings is outlined below. The trainings are for the Fruit, Vegetable, Fish, Livestock and Poultry vendors **only**. If you wish to participate in the web-based training, please submit your name, email address, phone number, company name, and the training session(s) you wish to attend to the AMS Help Desk at [WBSCMAMSHelpDesk@ams.usda.gov](mailto:WBSCMAMSHelpDesk@ams.usda.gov).

<b>Training</b>	<b>Date</b>	<b>Time (Eastern)</b>
Submitting Offers including Export/Import features	June 28, 2016	11:00 a.m.-12:00 p.m.
Submitting Offers including Export/Import features	July 20, 2016	11:00 a.m.-12:00 p.m.
Advanced Shipping Notification (ASN) and Invoices	August 2, 2016	11:00 a.m.-12:00 p.m.
Corporate Vendor Administrators Roles & Responsibilities	August 3, 2016	11:00 a.m.-12:00 p.m.

On the day of the training that you signed up for, you will receive an email invitation for the AT&T Live Connect meeting. Please follow the instructions in the meeting notice for accessing AT&T Live Connect. Space is limited to 80 participants for each session.

If you have questions, please contact Heather Calhoon via phone (202) 720-5896 or email at [HeatherM.Calhoon@ams.usda.gov](mailto:HeatherM.Calhoon@ams.usda.gov), or Darla Sydnor via phone (202) 260-8939 or email at [Darla.Sydnor@ams.usda.gov](mailto:Darla.Sydnor@ams.usda.gov).

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David Tuckwiller  
Director

*Together We're Making a Difference: American Agriculture for the American People.*

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