# IT END-USER TRAINING

#### **Overview**

End-User Training provides employees with learning opportunities to utilize common IT tools such as the Microsoft Office Suite (Word, Excel, Outlook, PowerPoint) and many other systems.

## **Value**

The IT End-User Training Service increases employee productivity, efficiencies, and overall performance. Working with IT Project Managers and Business Analysts, we can also identify and develop learning opportunities for customers when new or enhanced IT tools are introduced.

### **Service Details**

- Coordinate training offerings with the Human Resources Department
- Provide customer-specific IT training on new or enhanced IT tools, ISP, Skype, and applications

## **RATE**

Scope of work is developed in partnership with customer prior to start of work. Rates may be pro-rated into  $\frac{1}{4}$ ,  $\frac{3}{4}$ , or full-month blocks.

• \$16,527 per month, IT Trainer

**End User Training 90%** 

5% 5%

Mandated & Business Foundation Services – Central Rates & Other Charges –



KCIT staff helps ensure your teams understand how to use the tools we provide through end-user training.