

LIVE TRAINING FOR NEW CUSTOMERS

HireRight is pleased to offer the following complimentary instructor-led training sessions.

- 1) Click the [here](#) to view a schedule of upcoming sessions.
- 2) Locate your preferred session and click “Register” to sign up.
- 3) A confirmation e-mail from WebEx will sent with attendance information.

SESSION NAME	WHAT'S INCLUDED?
Getting Started with HireRight (A three-part series) For Enterprise and Professional customers	A three-part series for all users who will order background screening through HireRight. Each session runs 30-45 minutes. <ul style="list-style-type: none">• Unit 1 – Ordering• Unit 2 – Monitoring and Processing• Unit 3 – Reviewing Completed Results
DAC Trucking Edition For Transportation Customers	A 60-minute session on how to place orders, monitor progress, and view results for trucking customers.
DAC Insurance MVR Edition For Transportation Insurance Industry	A 60-minute session on how to initiate insurance MVRs, view results, and use batch order tools.
Kroll Migration For Kroll customers moving to HireRight	A 60-minute session on how to place orders, monitor progress, view results, discuss account features, and support resources.
Paychex Professional (PESS) For Paychex Customers	A 60-minute session on account features, how to place orders, monitor progress, and view results.
Super User Features For those using advanced account features	A 60-minute session on detailed order features, monitoring filters, management reports, account set-up, managing users, flex fields, notifications, and adjudication.
Drug & Health Screening 101 Open Enrollment	A 60-minute session on the Drug and Health Screening system, features and service offerings, how to place orders, monitor progress, and view results.
I-9/E-Verify Solution Covers I-9, E-verify check or both	A 60-minute session on how to Initiate and manage the electronic Form I-9, review, and take action on E-verify check processes and outcomes.
Extended Workforce Screening For Vendors and Sponsors	A 60-minute session on common roles of Sponsor and Vendor, including placing orders, monitoring progress, viewing results, inviting and managing vendors, and approving vendor staff screening reports.

Sessions start on time. Please log in well in advance of starting to avoid disrupting the session if you experience any issues. Click [here](#) to perform a WebEx compatibility test prior to attending.

Contact HireRightFacilitator@HireRight.com if you have any questions.