



Getting Started Quick Guide



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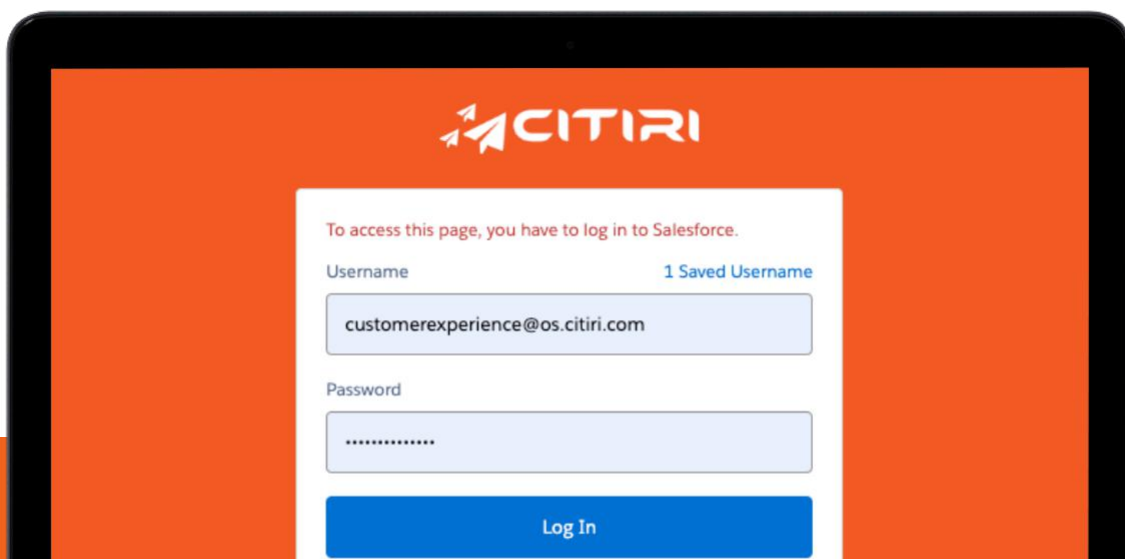
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New User Setup

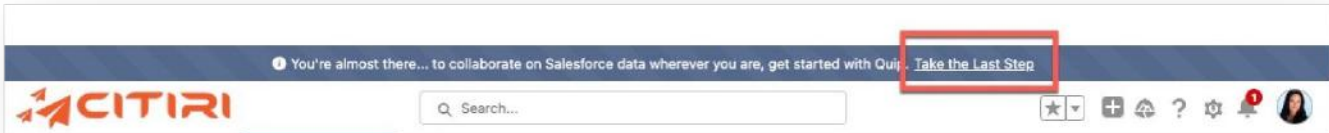
To access Citiri, follow the checklist items below:

- ✓ Look for login credentials in your inbox (check Spam Folder also)
- ✓ Follow the enclosed instructions in the email to set your password
- ✓ Supported Browsers: Microsoft Edge | Google Chrome | Mozilla Firefox
- ✓ Org URL: -citirios.lightning.force.com (*BOOKMARK THIS SITE)
- ✓ UserName: Your Work Email Address
- ✓ Let us know if you need login/password assistance @ support@citiri.com
- ✓ You are ready!

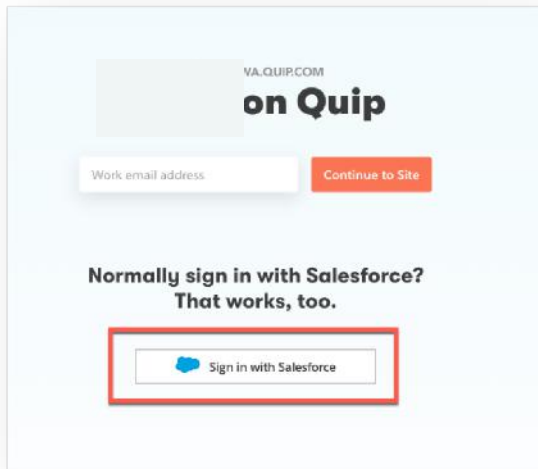


New User Setup (Quip)

Step 1: In Citiri, click on the 'Take the Last Step' link at the top of the page.



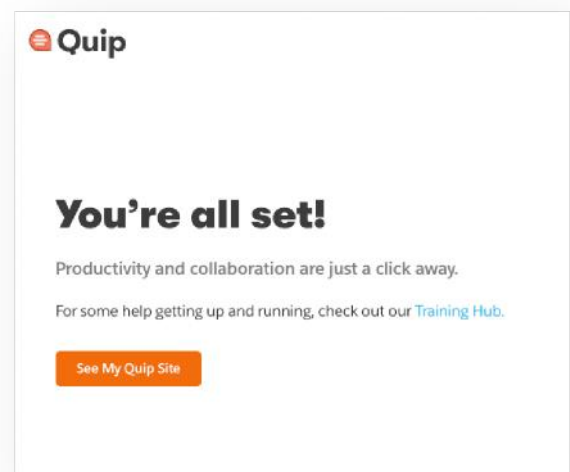
Step 2: Click the 'Sign in with Salesforce' button



Step 3: Click the 'Allow' button.



Step 4: Once you receive this message, you are all set.



Getting Started in Citiri

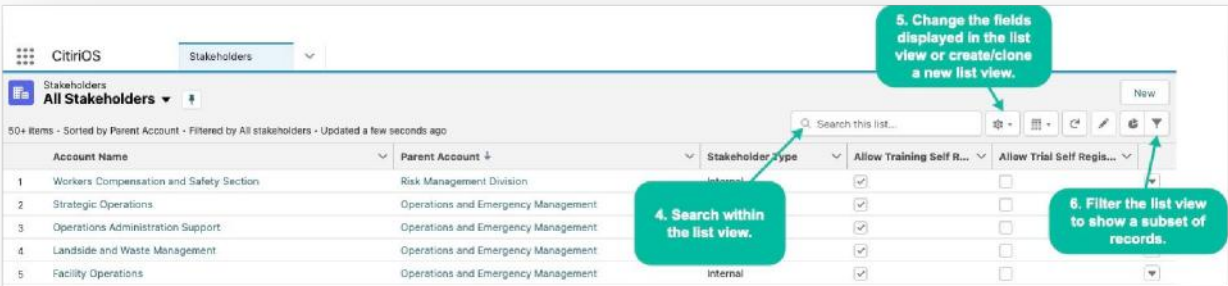
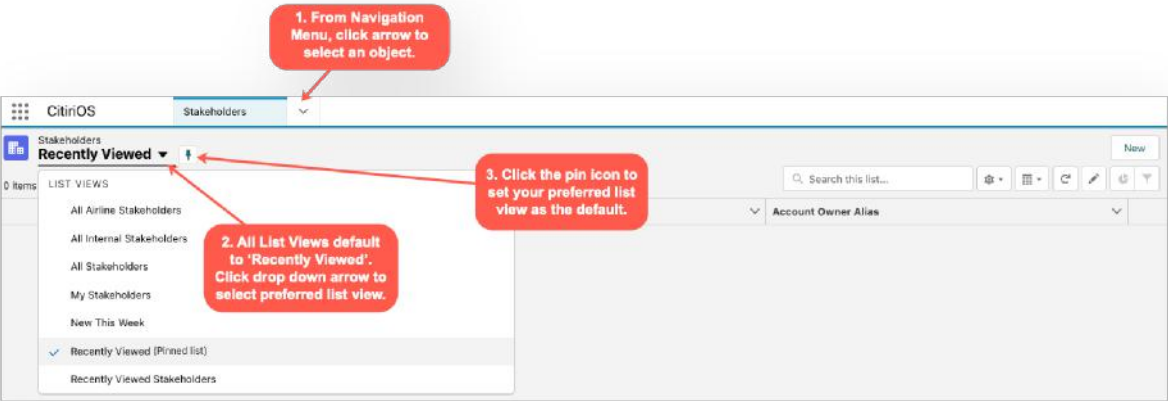
Navigation

The header section provides a series of navigational features, search features and helpful tools and shortcuts.



List Views

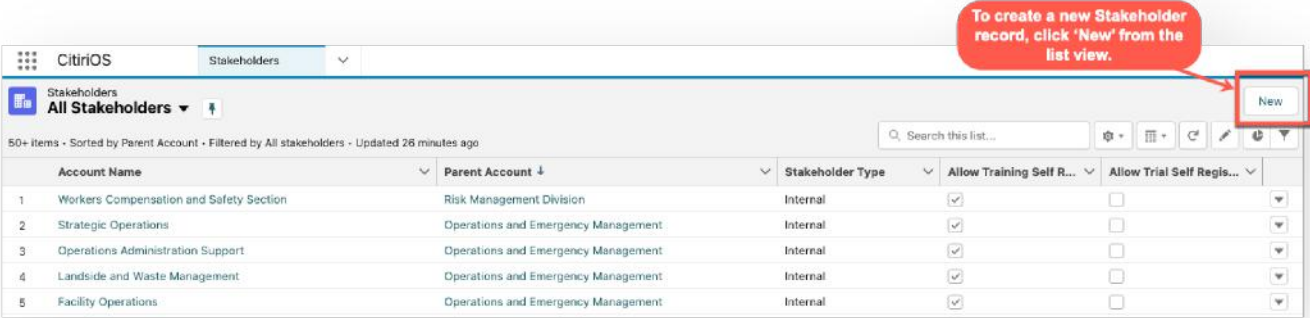
List Views give users the ability to create and, more importantly, customize a list of records on an object. The list allows filters to be used to simply create a list of just the records that fit within one or multiple filters, or just to see a list of all records.



Stakeholders & Contacts

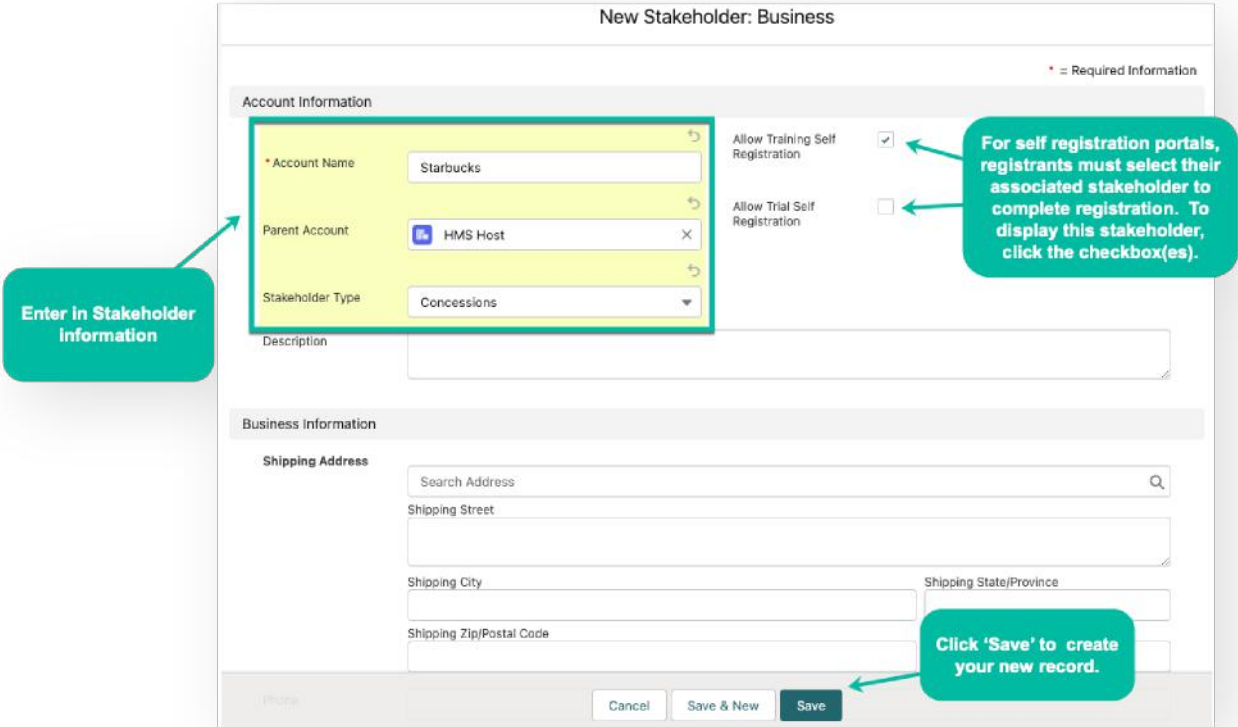
Stakeholders

Stakeholders are companies, entities or departments within an organization.



To create a new Stakeholder record, click 'New' from the list view.

Account Name	Parent Account	Stakeholder Type	Allow Training Self R...	Allow Trial Self Regis...
1 Workers Compensation and Safety Section	Risk Management Division	Internal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2 Strategic Operations	Operations and Emergency Management	Internal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3 Operations Administration Support	Operations and Emergency Management	Internal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4 Landside and Waste Management	Operations and Emergency Management	Internal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5 Facility Operations	Operations and Emergency Management	Internal	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Enter in Stakeholder Information

For self registration portals, registrants must select their associated stakeholder to complete registration. To display this stakeholder, click the checkbox(es).

Click 'Save' to create your new record.

New Stakeholder: Business

* = Required Information

Account Information

* Account Name: Starbucks

Parent Account: HMS Host

Stakeholder Type: Concessions

Description: [Text Area]

Business Information

Shipping Address

Search Address: [Text Field]

Shipping Street: [Text Field]

Shipping City: [Text Field] Shipping State/Province: [Text Field]

Shipping Zip/Postal Code: [Text Field]

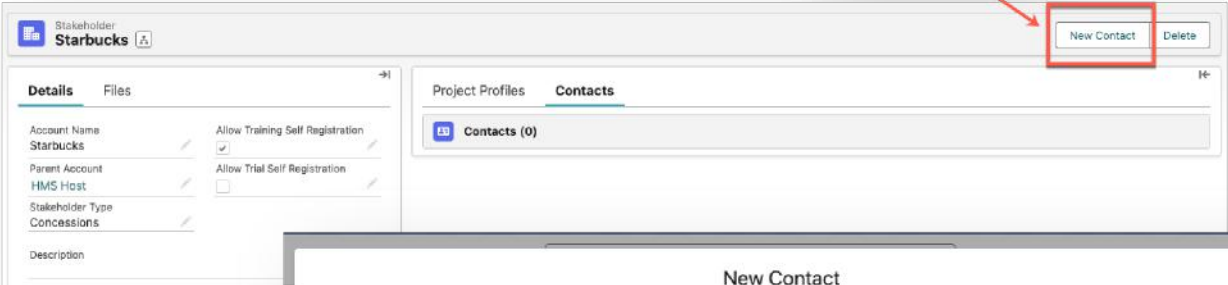
Buttons: Cancel, Save & New, Save

Stakeholders & Contacts

Contacts

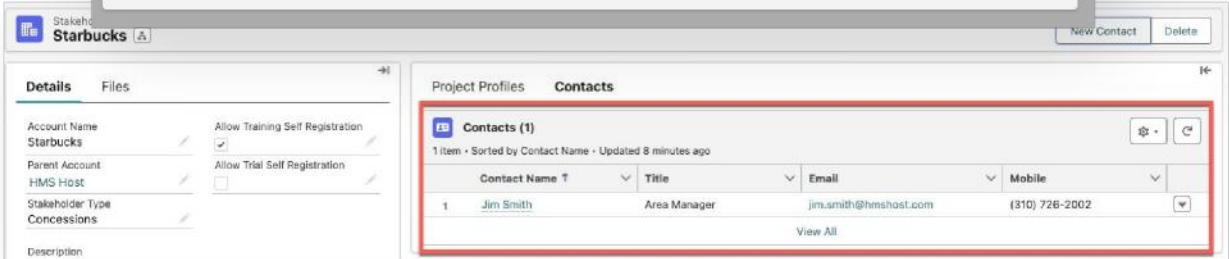
Contacts are individuals/employees in a company, entity, or department within an organization (Stakeholder).

From the Stakeholder record, click the 'New Contact' quick action to create a new contact record.



The 'New Contact' form is shown with the following fields filled out: Salutation (None), First Name (Jim), Last Name (Smith), Title (Area Manager), Email (jim.smith@hmshost.com), and Mobile (3107262002). A red callout box in the center of the form contains the text: '**It is important to be consistent with the data you enter for each contact record.'

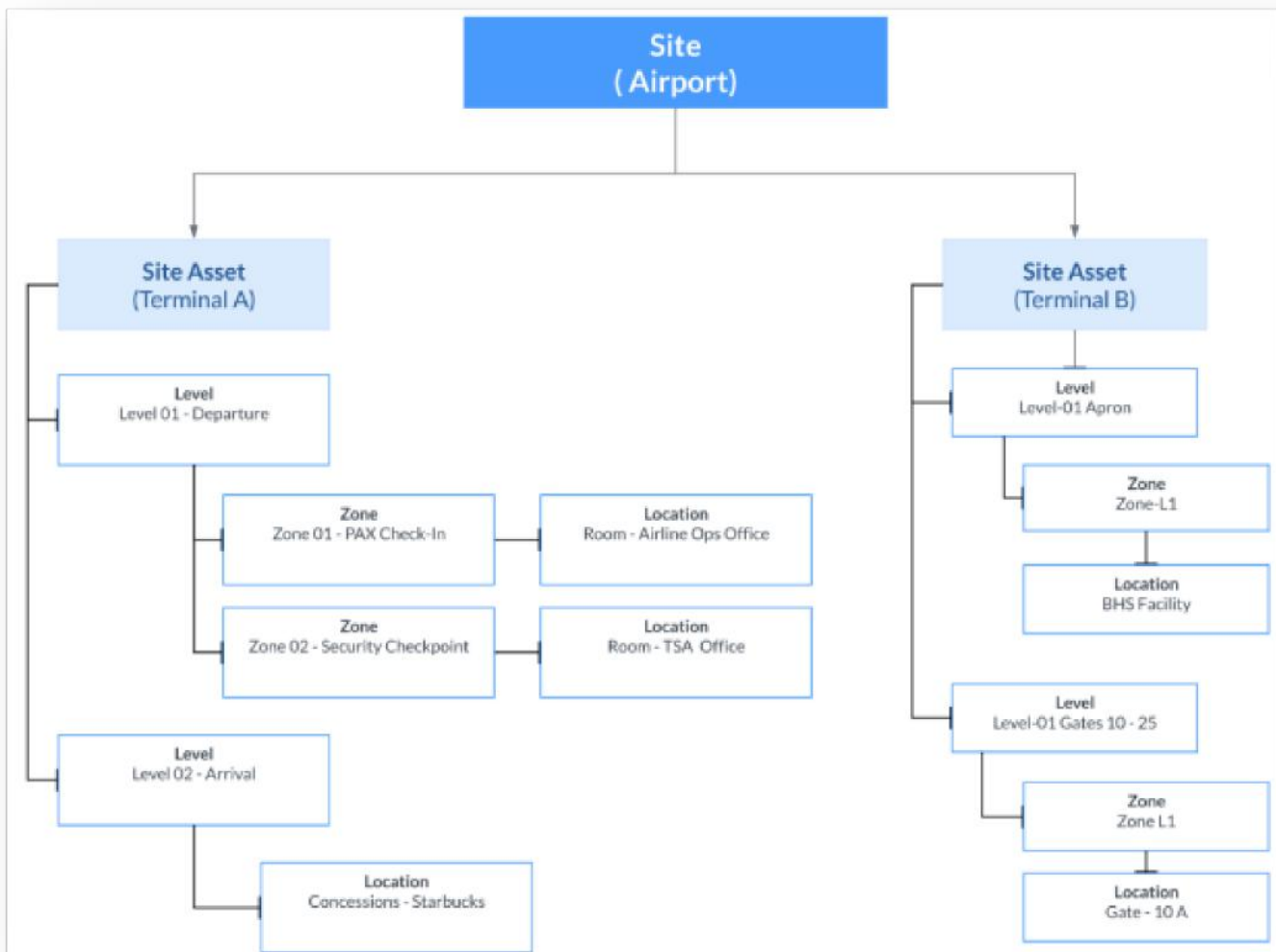
Once complete, click 'Save' to create your new contact record.



Sites to Locations

Hierarchy Overview

A Site is considered a campus. Within a campus you may have multiple physical structures, known as Site Asset(s). Examples of Site Assets are Terminals, Concourses, Runways, Fire Stations, or Parking Garages. Each Site Asset may have Levels. Examples of Levels are Departure Level, Arrivals Level, Apron Level, or Ground Level. Within each Level you may have Zones. And within each Zone you may have multiple Locations. Examples of locations are Check-in Counters, Offices, Restrooms, Holdrooms, Gates, Storage, Concessions, or Lounges. Not every Level may have Zone(s). However, locations must exist.



Sites to Locations

Working with Sites

****NOTE: If 'Recently Viewed' is your default view, select a different list view to display records.**

1. From the Navigation Menu, select 'Sites'.

2. Select the Site.

Site Name ↑
1 Los Angeles International Airport

1. From the Site record, click the 'Site Assets' tab to display the Site Asset related list.

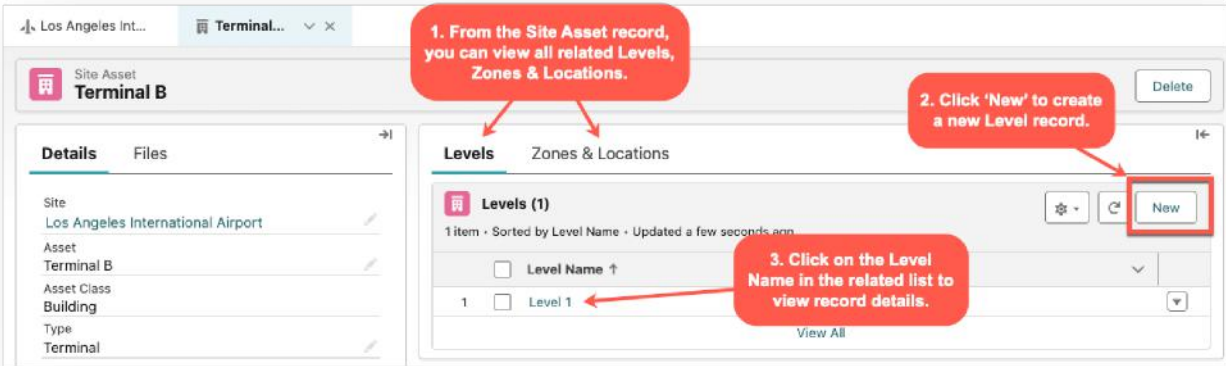
2. Click the 'New' button to create a new site asset record.

3. Click on the Asset name in the related list to view record details.

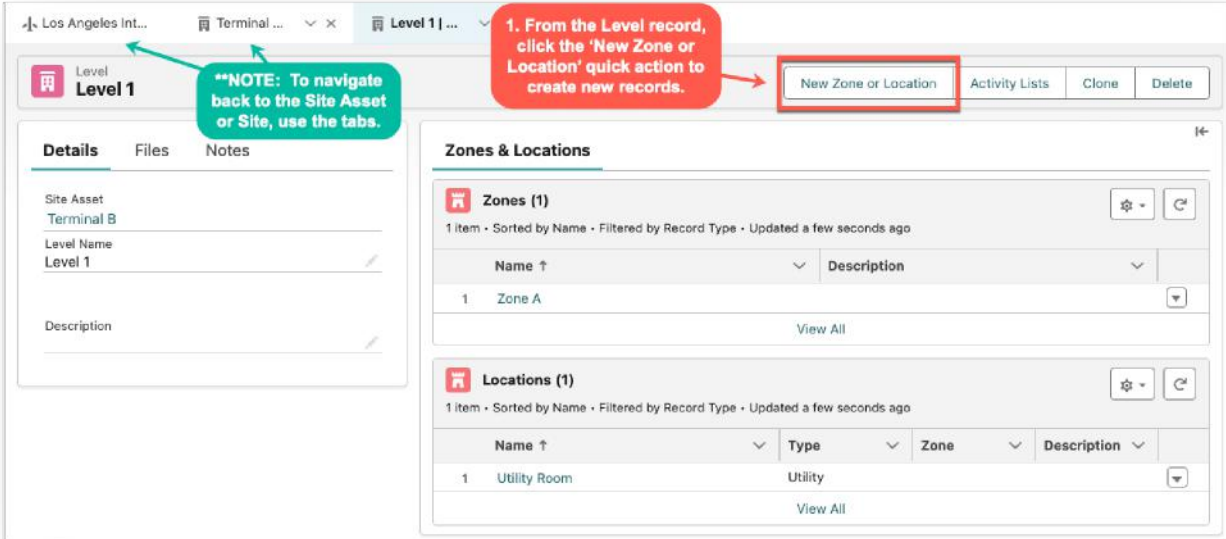
Asset ↓	Status
1 [Asset Name]	Active
2 Terminal B	Active
3 Terminal B	Active
4 Terminal 7	Active

Sites to Locations

Working with Site Assets



Working with Levels

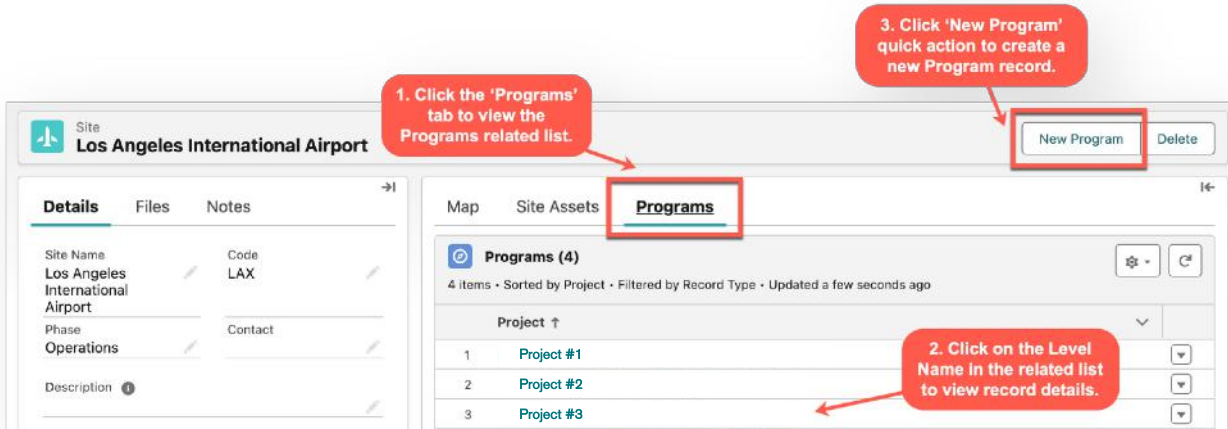


Programs & Projects

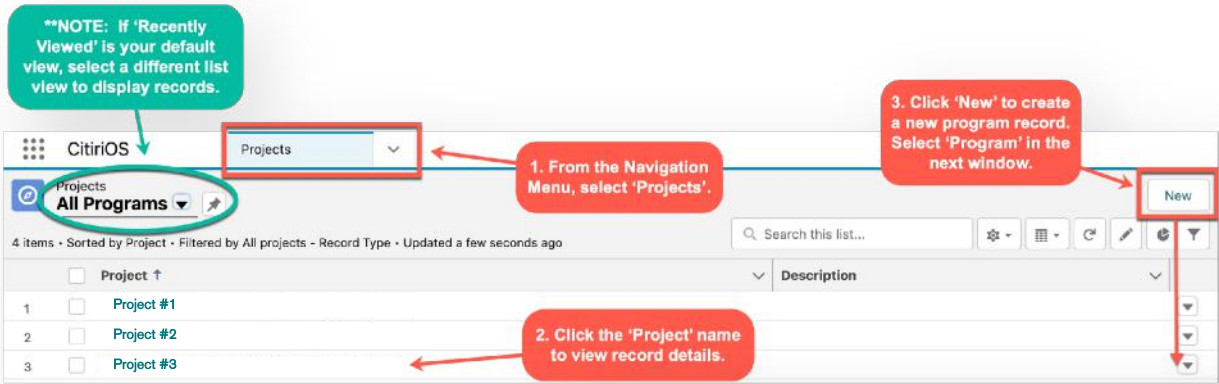
Programs

A Program record helps to group a collection of projects typically based on a capital program and/or funding source. Programs should always be related to the Site record.

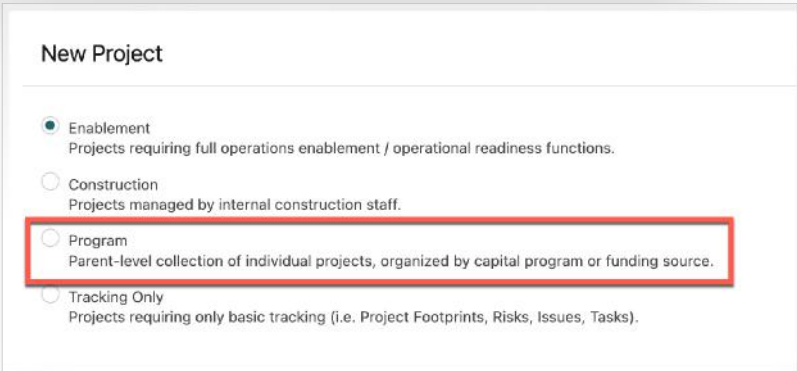
Access Programs from Site Record



Access Programs from List View



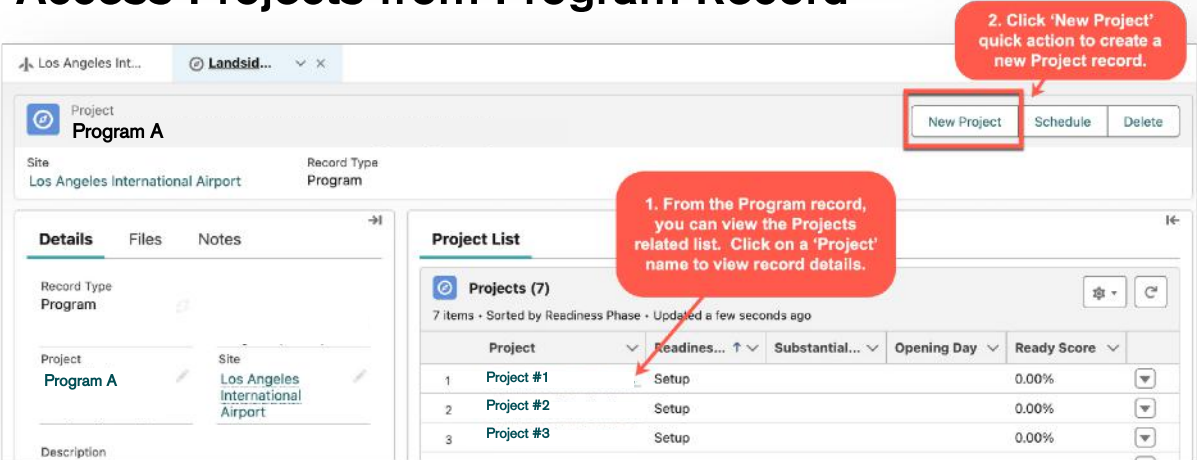
"If I'm trying to create a new program, why does it say 'New Project'?" Programs and Projects share the same object. However, their function is defined by their record type (i.e. Program, Project, Construction, Tracking Only).



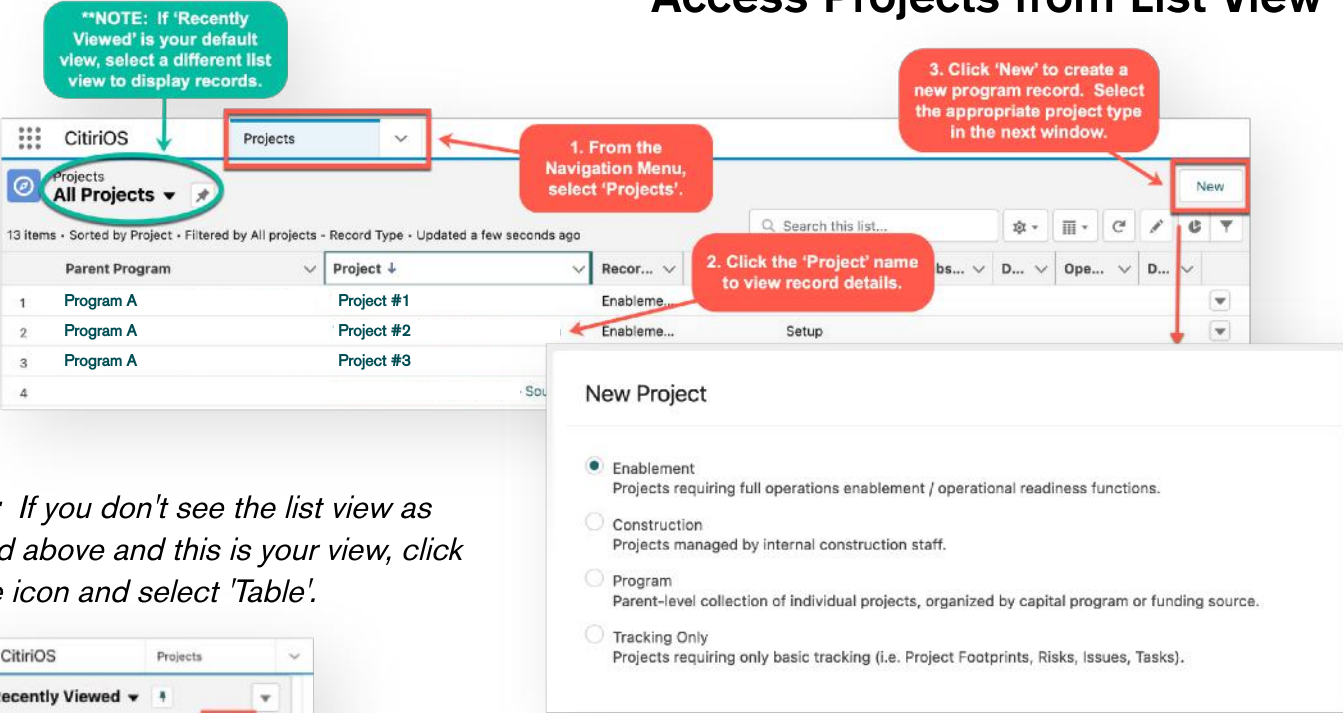
Programs & Projects

Create a New Project

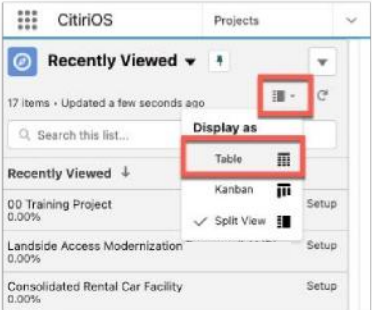
Access Projects from Program Record



Access Projects from List View



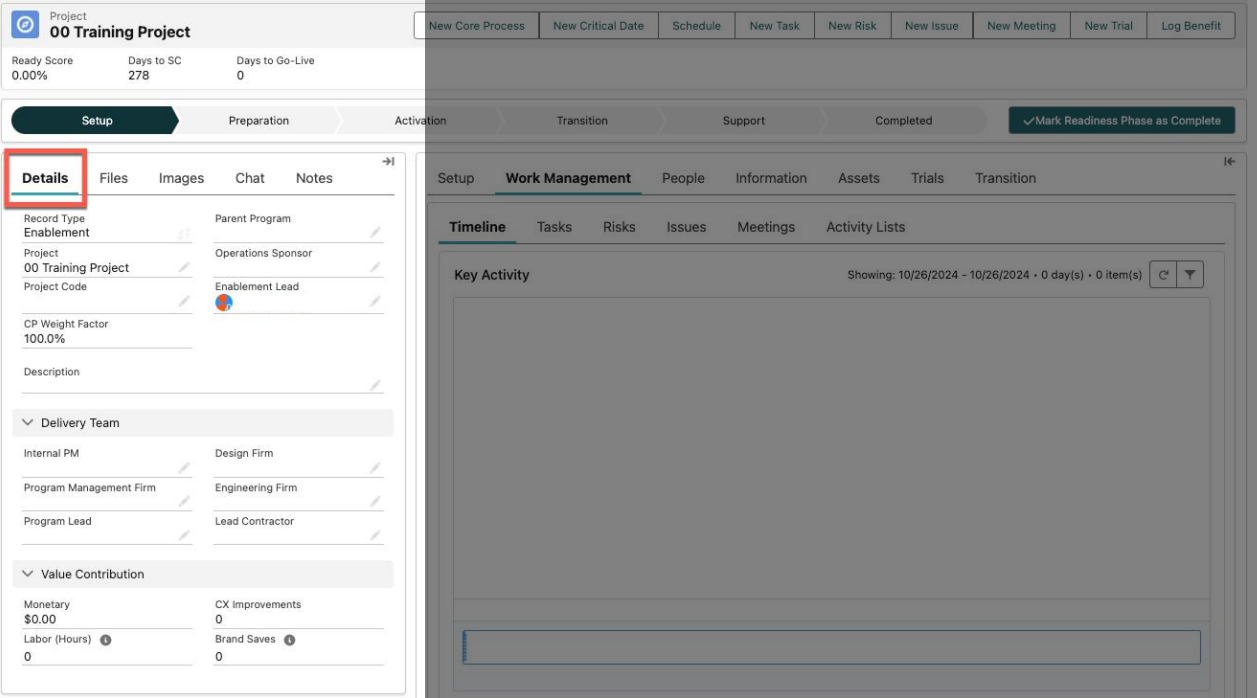
****NOTE:** If you don't see the list view as displayed above and this is your view, click the table icon and select 'Table'.



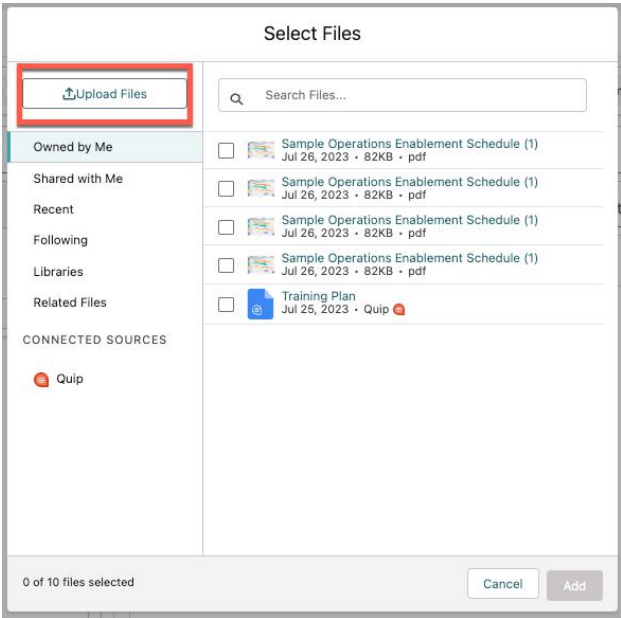
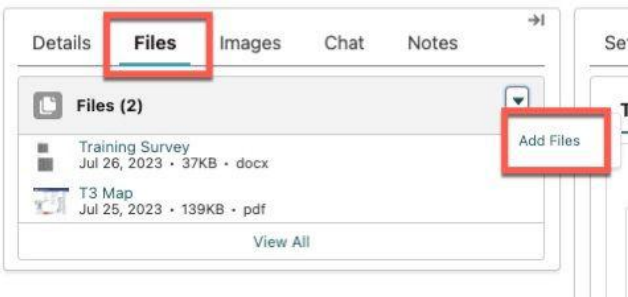
Project Setup

Working with Project Records

Details serves as the record profile and includes parent related records, responsible parties and other important data points to reference.



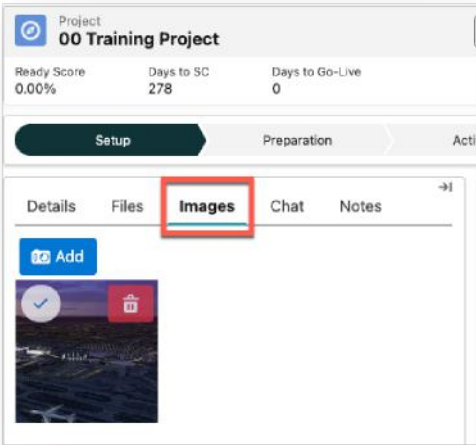
Files provides a way to upload and store documents related to this record.



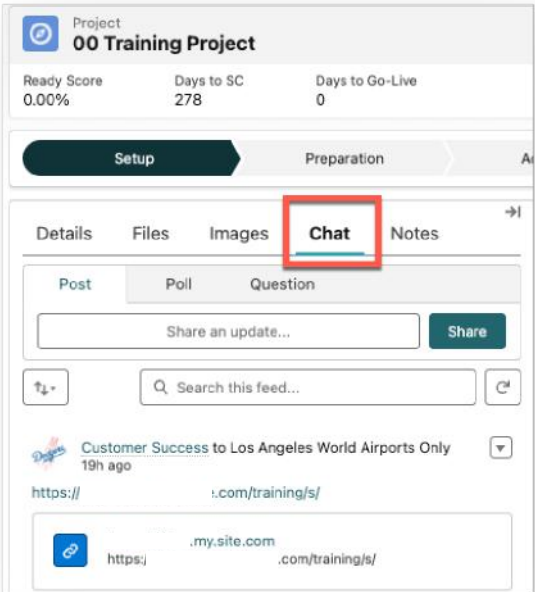
Project Setup

Working with Project Records

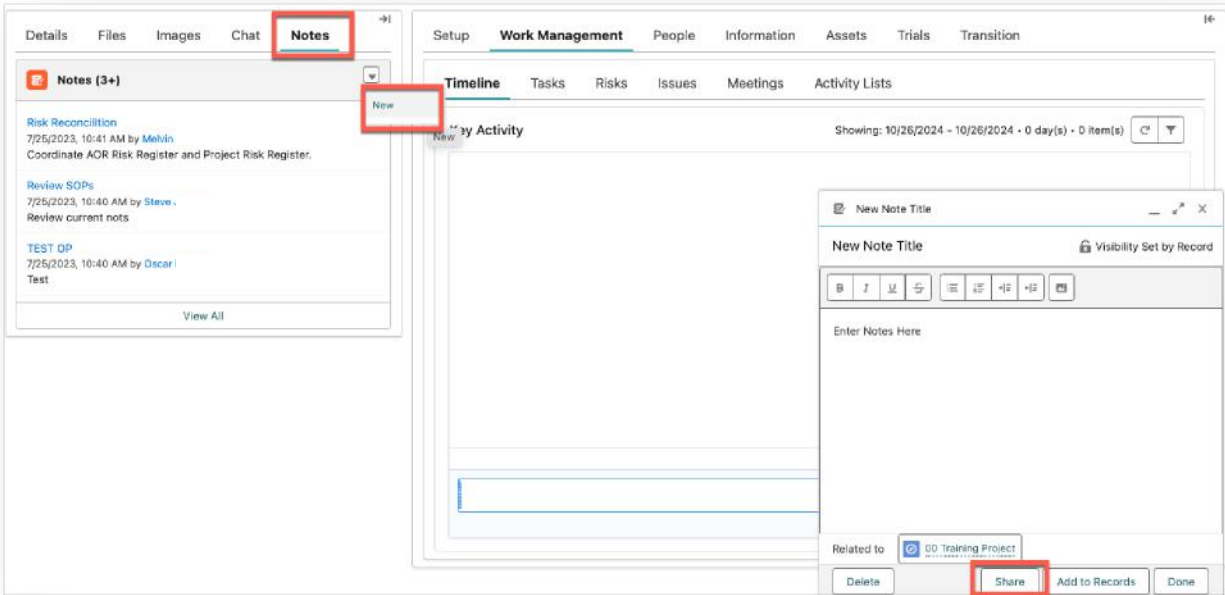
Images provides a way to upload photos related to this record.



Chat offers a way to collaborate with others. Use '@[PersonName]' or '@[GroupName]' to begin a conversation.



Notes serves as a scratchpad or sticky note to log a thought related to this record. Notes are private unless you choose to share.



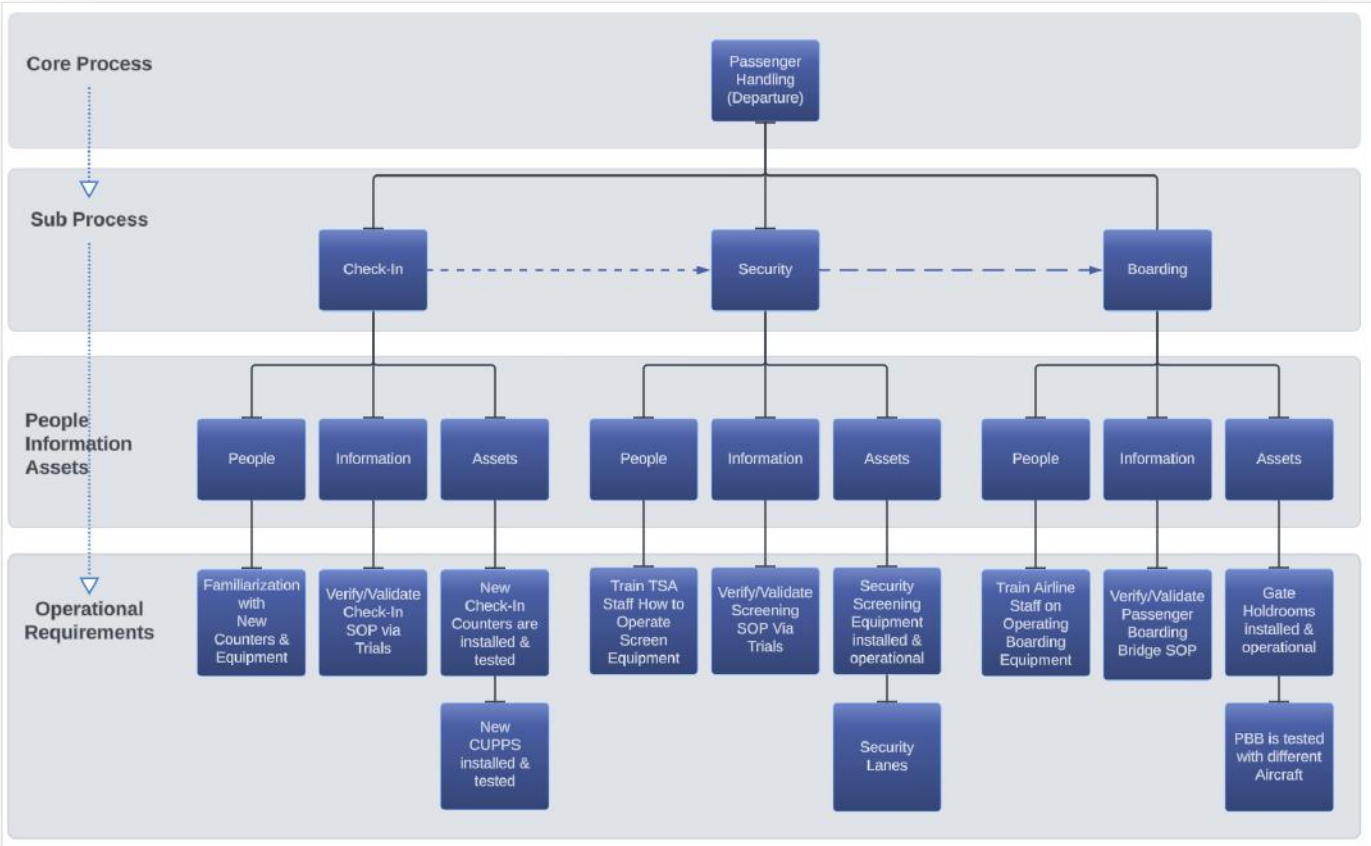
Project Setup

Core Process Development

Core Processes represent the core operational functions of the project. Once Core Processes are identified, Sub Processes (the sub elements of each core function) need to be defined. For each Sub Process, the team, along with Stakeholders, must define the Operational Requirements which encompasses the following elements:

- People (Staffing & Training)
- Information (Procedures, Contracts, & Information Updates)
- Assets (Facilities, Systems, & Interfaces).

When all Operational Requirements are properly Verified (in place), Validated (functional) and Authenticated (integrated trials), you are operationally ready.



Project Setup

Core Process Development

Project 00 Training Project

Ready Score 4.47% Days to SC 279 Days to Go-Live 0

Setup Preparation Activation Transition Completed

Details Files Images More

Record Type Enablement Parent Program

Project 00 Training Project Operations Sponsor

Project Code Enablement Lead Melvin

CP Weight Factor 100.0%

Description

Setup Work Management People Information Assets Trials Transition

Core Processes Stakeholders Critical Dates Plans

Processes (1)

1 item - Sorted by Weight Factor - Filtered by Record Type - Updated a few seconds ago

Process Id	Process	Weight ...	Ready Sco...
1 CP-0071	Passenger Handling - Departure	100.0%	4.47%

View All

Process Passenger Handling - Departure

New Sub-Process New Procedure New Task New Risk New Issue New Meeting Manage Members

Details Files Images More

Process Passenger Handling - Departure

Record Type Core Process Weight Factor 100.0%

Lead

Description

Sub Processes Procedures Tasks Risks Issues

Sub Processes (3)

3 items - Updated a few seconds ago

Process Id	Process	Weight Fa	Ready Score
1 CP-0072	Check-In	40.0%	4.47%
2 CP-0073	Security	30.0%	0.00%
3 CP-0074	Boarding	30.0%	0.00%

View All

Process Check-In

New Objective New Requirement New Task New Risk New Issue New Meeting Manage Members

Core Process Passenger Handling - Departure Member Count 9 SP Ready Score 4.47% People Ready Score 2.67% Information Ready Score 0.00% Assets Ready Score 0.00%

Details Files Cha

Process Check-In

Record Type Sub-Process

Description

Weight Factors

Requirements Tasks Risks

Requirements (7)

7 items - Sorted by Category - Updated a few seconds ago

Req Id	Requirement	Category	Type	Status	Readiness
1 RQM-00941	Staff is fully tra...	People	Training	In Progress	25.00%
2 RQM-00945	new	People	Training	Not Started	0.00%
3 RQM-00947	FP - bowling sc...	People	Training	Not Started	0.00%
4 RQM-00942	Validate Check...	Information	Procedure	Not Started	0.00%

Project Setup

Project Stakeholders

The screenshot shows the 'Setup' tab with 'Stakeholders' selected. It features two main sections: 'Add / Remove' and 'Manage'. The 'Add / Remove' section includes a search bar for 'Stakeholders' and two lists: 'Available Stakeholders' and 'Project Stakeholders'. The 'Available Stakeholders' list contains: China Eastern (MU), China Southern (CZ), Custodial Services, ELAL, Emirates, and Environmental Programs Group. The 'Project Stakeholders' list contains: 00 Project Team, AOR, Bus Operations, Citiri Inc., Commercial Development Group, and Delta (DL). The 'Key Contacts' section includes a search bar and an 'Add Contact' list with John Demolin and Lynette Gude. A 'Project Stakeholder Reps' list shows Thompson as the Primary contact. Red callouts provide instructions: 1. To relate a stakeholder to a project, search for the stakeholder name or scroll through the 'Available Stakeholders' list. Select a stakeholder and use the right arrow to move to 'Project Stakeholders' list. 2. To relate a Key Contact to this project, select a Project Stakeholder above. Select an available contact and use the right arrow to move to 'Project Stakeholder Reps' list.

The screenshot shows the 'Manage' tab for 'Project Stakeholders (7)'. It displays a table with 7 items, sorted by Stakeholder: Account Name. The table has columns for 'Project Stak...', 'Stakeholder: Ac...', and 'Project'. The 'Project Stak...' column contains IDs from PS-0081 to PS-0087. The 'Stakeholder: Ac...' column lists the corresponding stakeholder names. The 'Project' column has checkboxes. A red callout points to the ID 'PS-0082' in the first column, stating: 1. From the 'Manage' tab, view all Project Stakeholders. Click the ID (i.e. PS-####) to view the record details.

	Project Stak...	Stakeholder: Ac...	Project
1	PS-0081	00 Project Team	<input type="checkbox"/>
2	PS-0082	AOR	<input type="checkbox"/>
3	PS-0089	Bus Operations	<input type="checkbox"/>
4	PS-0090	Citiri Inc.	<input type="checkbox"/>
5	PS-0086	Commercial Development Group	<input type="checkbox"/>
6	PS-0088	Delta (DL)	<input type="checkbox"/>
7	PS-0087	FMD	<input checked="" type="checkbox"/>

Project Setup

Critical Dates

Project 00 Training Project

New Core Process **New Critical Date** Schedule New Task New Risk New Issue New Meeting

Ready Score 4.47% Days to SC 279 Days to Go-Live 0

Setup Preparation Activation Transition Support

Mark Readiness Phase as Complete

Details Files Images More

Record Type Enablement Parent Program

Project 00 Training Project Operations Sponsor

Project Code Enablement Lead Melvin

CP Weight Factor 100.0%

Description

Delivery Team

Internal PM Design Firm

Setup Work Management People Information Assets Trials Transition

Core Processes Stakeholders **Critical Dates** Plans

Critical Dates (11)

11 items • Sorted by Forecast Date • Updated a minute ago

Critical Date ID	Type	Topic	Forecast D...
1 CD-000063	Construction Milestone	Construction Start	1/31/2023
2 CD-000070	Opening Day	TCO	6/20/2023
3 CD-000066	Preview Event	commissioning	6/27/2023
4 CD-000071	Other Milestone	AOR Start	7/28/2023
5 CD-000065	Other Milestone	Cx Completion	7/30/2023

Plans

Setup Work Management People Information Assets

Core Processes Stakeholders Critical Dates **Plans**

Plans (4)

4 items • Updated a few seconds ago

New

Plan Name	Type	Assigned To	Due Date	Status
1 Implementation Pl...	Implementation		7/31/2023	Not Started
2 Stakeholder Enga...	Stakeholder		7/24/2023	Not Started
3 FIT Plan	FAM & Training	Jasmin	7/7/2023	Not Started
4 FIT Plan	FAM & Training	Jerome	9/29/2023	Not Started

View All

Work Management

Working with Work Management Activity

The screenshot shows the CitirOS interface for a project named "00 Training Project". At the top, there are buttons for "New Core Process", "New Critical Date", "Schedule", "New Task", "New Risk", "New Issue", "New Meeting", "New Trial", and "Log Benefit". Below these are project metrics: "Ready Score 4.47%", "Days to SC 279", and "Days to Go-Live 0".

The main navigation bar includes "Setup", "Preparation", "Activation", "Transition", "Support", and "Completed". The "Work Management" tab is selected, with sub-tabs for "Timeline", "Tasks", "Risks", "Issues", "Meetings", and "Activity Lists".

Annotations include:

- A red box around the "Timeline" tab with a callout: "1. Timeline plots date-driven activity. Use the filter button to enable/disable what activity is shown on the timeline." A red circle highlights a filter button in the top right of the activity list.
- A green callout: "**Use the quick actions to create new records for all work management-related activity." with an arrow pointing to the "New Meeting" button.

The "Key Activity" section shows a list of activities for the period "06/26/2023 - 08/25/2023" (60 days, 22 items). Activities include "DK - Ticketing Check-in Counts...", "EMD Meeting", "TS - Coordinate", "OP - New Meeting", "MJ - Working Group Meetings", "WT Working Grouping Meetingsa", "MP - Working Group", "IT working Group", "MI Meeting", "TS - Working Group", "Follow up on SOP progress", and "MI-Taska". A timeline at the bottom shows dates from 01/01/2023 to 01/01/2027.

Working with Activity Lists

The screenshot shows the "Activity Lists" section in CitirOS. A note at the top left states: "**NOTE: If 'Recently Viewed' is your default view, select a different list view to display records." A red box highlights the "Activity Lists" dropdown menu in the top navigation bar.

A red callout box says: "1. From the Navigation Menu, select 'Activity Lists'." with an arrow pointing to the "Activity Lists" dropdown.

The main content area shows a table of activity list templates:

Record Type ↑	Name	Child Sections Total Sub Items
1 Checklist	Ticketing Check-in Counter Checklist Template	10
2 Checklist	Curbside Check-in Counter Checklist Template	9
3 Checklist	Hold Room Checklist Template	18
4 Checklist	Women's Restroom Checklist Template	23
6 Checklist	Men's Restroom Checklist Template	23

Work Management

Working with Activity Lists

Activity List
Ticketing Check-in Counter Checklist Template

Record Type: Checklist | Passed Sub Items Percent: 0.00%

Change Record Type | **Deep Clone** | Delete

Details | Related | **Execution** | Images

> Filters | > Team

Reorder | Edit | Download | Generate PDF | Update Comment | Expand All

> Ticketing Check-In Counter | Mass Update | Closed Items: 0% | Open

Select options of cloning

Clone the due date of List Items?
 No
 Yes

Clone an existing Execution Team?
 No
 Yes

1. Leave the default values as-is and click 'Continue'.

Cancel | Continue

Populate fields for New Cloned Activity List

Name: Updated Ticketing Check-in Counter Checklist

Project: 00 Training Project

Description: Salesforce Sans | 12

Level: Search Levels...

Stakeholder: Search Stakeholders... | Location: Search Locations...

Requirement: Search Requirements... | System: Search Systems & Equipment... | Trial: Search Trials... | Aircraft Type: --None--

New Section

Comment

Back | Save

1. Update the Activity List name and remove the word 'TEMPLATE'. Fill in any additional fields such as the project to relate this activity list to a particular project. Once complete, click 'Save'.

Work Management

Working with Activity Lists

The screenshot displays an activity list interface for an 'Updated Ticketing Check-in Counter Checklist'. At the top, there are buttons for 'Change Record Type', 'Deep Clone', and 'Delete'. Below this, a summary shows 'Record Type: Checklist' and 'Passed Sub Items Percent: 0.00%'. The main interface has tabs for 'Details', 'Related', 'Execution' (selected), and 'Images'. A toolbar contains 'Reorder', 'Edit', 'Download', 'Generate PDF', 'Update Comment', and 'Collapse All'. The 'Collapse All' button is highlighted with a red box and a callout: '1. Use Expand All/Collapse All to expand/collapse the entire activity list.' Below the toolbar, a list of items is shown, including 'Ticketing Check-In Counter', 'Equipment Requirements', 'Common Use Workstation', and 'Document Printer'. Each item has a 'Mass Update' button and a 'Closed Items: 0%' indicator. The 'Common Use Workstation' item is highlighted with a red box and a callout: '2. Update checklist items by adding an assignee, date and status change. Use 'Add/Edit Note' to include comments for each item. Use the camera icon to capture photos. Use 'Mass Update' to perform a bulk update of all statuses within a section.' The 'Generate PDF' button is also highlighted with a red box and a callout: '3. To report on activity list results, click 'Generate PDF'.'

People - FIT Development

FIT Preparation - Create a Class

1. From the Project record, and 'People' tab, view all related Classes. Click 'New' to create a new Class record.

Class	Sessions Schedules	Sessions Held	Sessions Remaining	Participated
1 Commissioning	0	0	0	0
2 DK - Familiarization	2	1	1	0
3 FP - Familiarization	2	0	2	0

2. Select the appropriate Class type.

- Site Walk
- Commissioning
- Familiarization
- Operational
- Technical

3. Enter the Class Name and all other relevant fields.

Information

* Class: FAM Phase 1

Format: Classroom & Field

Expected Participation: 250

Project: 00 Training Project

Enablement Owner: Customer Success

Train-the-Trainer:

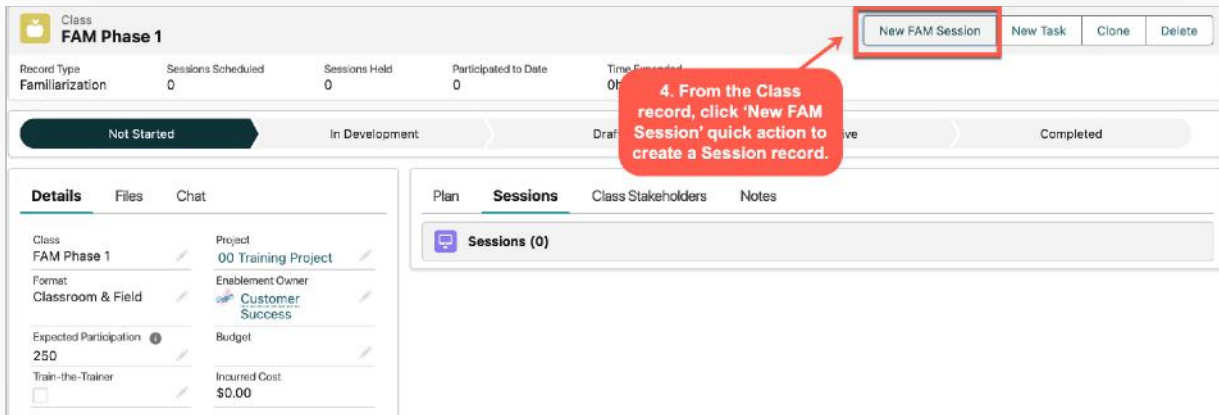
Notes

Planning Notes

Buttons: Cancel, Save & New, Save

People - FIT Development

FIT Preparation - Create a Session



Class
FAM Phase 1

Record Type: Familiarization | Sessions Scheduled: 0 | Sessions Held: 0 | Participated to Date: 0 | Time Entered: 0h

Buttons: New FAM Session, New Task, Clone, Delete

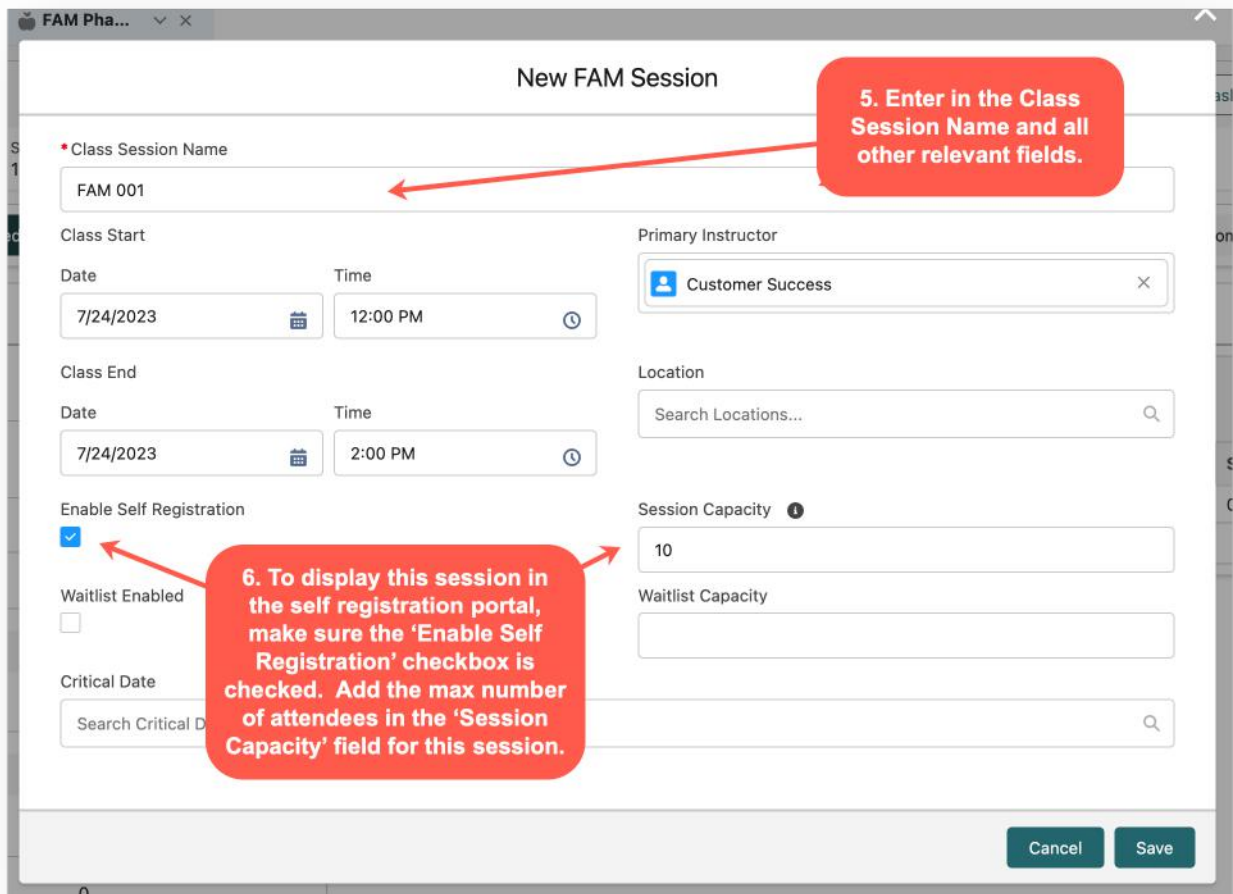
4. From the Class record, click 'New FAM Session' quick action to create a Session record.

Details | Files | Chat

Class: FAM Phase 1 | Project: 00 Training Project | Format: Classroom & Field | Enablement Owner: Customer Success | Expected Participation: 250 | Budget: | Train-the-Trainer: | Incurred Cost: \$0.00

Plan | Sessions | Class Stakeholders | Notes

Sessions (0)



New FAM Session

*Class Session Name
FAM 001

Class Start
Date: 7/24/2023 | Time: 12:00 PM

Class End
Date: 7/24/2023 | Time: 2:00 PM

Primary Instructor: Customer Success

Location: Search Locations...

Enable Self Registration:

Session Capacity: 10

Waitlist Enabled:

Waitlist Capacity:

Critical Date: Search Critical D...

6. To display this session in the self registration portal, make sure the 'Enable Self Registration' checkbox is checked. Add the max number of attendees in the 'Session Capacity' field for this session.

Cancel Save

People - FIT Development

FIT Preparation - Working with Sessions

The screenshot shows the 'Session' page for 'FAM 001'. At the top, there are tabs for 'Upcoming', 'Completed', and 'Cancelled'. Below these are navigation tabs for 'Details', 'Training Materials', and 'PPE Tracking'. The 'Details' tab is active, showing session information such as 'Class: FAM Phase 1', 'Class Session Name: FAM 001', and 'Class Type: Familiarization'. A red callout box points to the 'Add Attendees' button with the text: 'Manually add attendees to this session.' Another red callout box points to the 'Send Invitations' button with the text: 'Send a registration confirmation email to all manually added attendees.' A third red callout box points to the 'Copy Addresses' button with the text: 'With one click, copy all attendee email addresses to email attendees.' A fourth red callout box points to the 'PPE Tracking' tab with the text: 'If PPE tracking is enabled for the self registration portal, view all requested items indicated by each attendee on the 'PPE Tracking' tab.' A fifth red callout box points to the 'Session Notes' field with the text: 'To request feedback from attendees, select a survey and a link will be sent once the session is marked 'Completed''. The 'Session Notes' field contains the text: 'Information here will be included in the registration confirmation email. Add any session specific information that may be important for the attendee to know.' The 'Session Capacity' section shows 'Enable Self Registration' checked, 'Waitlist Enabled' unchecked, and 'Session Capacity' set to 10. The 'Session Survey' section shows a survey named 'Familiarization Feedback Survey' with a link to 'Open Survey'.

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FIT Execution

The screenshot shows the 'Session' management interface for 'FAM 001'. At the top, there are buttons for 'Add Attendees', 'Send Invitations', 'Copy Addresses', 'Print Attendee List', 'Print Badges', 'Change Status', 'Deep Clone', and 'Delete'. Below these are tabs for 'Upcoming', 'Completed', and 'Cancelled'. The main content area is divided into 'Details', 'Training Materials', and 'PPE Tracking'. The 'Details' section includes fields for Class Name, Project, Dates, and Capacity. A 'Class Enrollments' panel is on the right. Three red callout boxes provide instructions: 'Upload any handouts that need to be distributed to attendees.' points to the 'Training Materials' tab; 'Copy all attendee email addresses and paste into an offline email if you need to communicate with attendees outside of Citiri.' points to the 'Copy Addresses' button; and 'Generate a printable attendee list with QR codes to check-in attendees.' points to the 'Print Attendee List' button.

Upload any handouts that need to be distributed to attendees.

Copy all attendee email addresses and paste into an offline email if you need to communicate with attendees outside of Citiri.

Generate a printable attendee list with QR codes to check-in attendees.

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FIT After Actions

The screenshot displays the 'Session FAM 001' interface. At the top, there are buttons for 'Add Attendees', 'Print Badges', 'Change Status', 'Deep Clone', and 'Delete'. A red callout box labeled '2. At session completion, update the session status to trigger an email notification to all completed attendees with a Feedback Survey link and attached Training Materials.' points to the 'Change Status' button. Below this, the 'Class Enrollments' section shows a 'Change status' dropdown menu with options: 'Confirmed', 'Cancelled', 'Completed', 'No-show', and '--None--'. A red callout box labeled '1. Update Attendee status(es), if needed.' points to this dropdown menu. The left sidebar contains 'Details', 'Training Materials', and 'PPE Tracking' tabs, with 'Details' selected. The 'Information' section includes fields for Class, Class Session Name, Class Type, Primary Instructor, Location, Additional Email Notifications, and Class Stakeholder. The 'Session Capacity' section includes 'Enable Self Registration', 'Waitlist Enabled', 'Show PPE Section On Self-Registration', 'Session Notes', 'Session Capacity', 'Waitlist Capacity', and 'Show own PPE confirmation'.

Class Enrollment Statuses

- **Confirmed:** Once a registrant is added to a session, they are assigned a 'Confirmed' status and a confirmation email is sent to them with session details, a QR code for check-in and an option to cancel their registration if they are no longer able to attend.
- **Cancelled:** If a registrant decides to cancel their registration via the link in their confirmation email, their status will auto-update to 'Cancelled'.
- **Completed:** At check-in, once the registrants QR code is scanned, their status will auto-update to 'Completed'.
- **No-Show:** Once a session is completed and the team updates the session status, all remaining registrants with a 'Confirmed' status will auto-update to 'No-Show'.

****The team always has the ability to manually update statuses, as needed if QR codes are not used at time of check-in.**

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FIT After Actions - Review Session Results

1. From the Navigation Menu, select 'Dashboards'.

Select 'FAM & Training Dashboard' to view session, attendee and survey results

****NOTE: If no dashboard options are displayed, click on 'All Dashboards' on the left panel.**

DASHBOARDS	Dashboard Name	Description	Folder	Created By	Created On	Subscribed
Recent	Upcoming Activities Dashboard		Citiri Dashboards	Demo User	7/17/2023, 1:16 PM	
Created by Me	Data Validation Dashboard	For implementation purposes	Citiri Dashboards	Customer Experience	7/17/2023, 1:16 PM	
Private Dashboards	FAM & Training Dashboard			Lynette Gude	7/26/2023, 5:03 AM	
All Dashboards	Company Performance Dashboard			Lynette Gude	7/17/2023, 1:16 PM	

****REMEMBER: You can add any record, report or dashboard to your Favorites List for easy access.**

Sessions by Status

Status	Count	Percentage
Upcoming	8	34.7%
Completed	15	65.3%
Total	23	

Sessions Participants (Registered)

86

Sessions: Participants (Completed)

28

Sessions Participants (Expected vs. Actual)

Expected Count vs. Actual Count

86 (86%)

Session Registrants

Total Registrants by Status

Status	Count	Percentage
Confirmed	27	31.4%
Cancelled	18	20.9%
Completed	36	41.3%
No show	5	5.8%
Total	86	

Session Registrants By Stakeholder & Registrant Status

Stakeholder	Confirmed	Cancelled	Completed	No show
Los Angeles World...	0	0	0	0
Citiri Inc.	0	0	0	0
00 Project Team	0	0	0	0
Los Angeles Intern...	0	0	0	0
AOR	0	0	0	0
LAWA	0	0	0	0

Sessions: Participation Rate

33%

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****REMEMBER: You can add any record, report or dashboard to your Favorites List for easy access.**

Sessions by Status

Status	Count	Percentage
Upcoming	8	34.78%
Completed	15	65.22%
Total	23	

Sessions Participants (Registered)

86

Sessions Participants (Expected vs. Actual)

86 (86%)

Session Registrants

Status	Count	Percentage
Confirmed	27	31.37%
Cancelled	18	20.93%
Completed	36	41.60%
No show	5	5.81%
Total	86	

Session Registrants By Stakeholder & Registrant Status

Stakeholder	Confirmed	Cancelled	Completed	No show
Los Angeles World...	0	0	0	0
Citiri Inc.	0	0	0	0
00 Project Team	0	0	0	0
Los Angeles Intern...	0	0	0	0
AOR	0	0	0	0
LAWA	0	0	0	0

Sessions: Participation Rate

33%