



# Training Services

Tools to accelerate your team's onboarding and adoption

## Fast Start Training

### Product trainings with a Smartsheet expert

The Fast Start Training includes two interactive product training sessions held exclusively for your team. Each session is led by a Smartsheet Expert; questions and discussion are encouraged. The curriculum is designed to walk users through the most important aspects of the system with one Basic and one Advanced session. By the end, your users will have a good understanding of Smartsheet's capabilities and how to use the product most effectively to get work done.

Topics include:

- Account setup
- Sheet creation & importing
- Sharing, collaborating, & publishing
- Project management, gantt, & calendar views
- Resource Management
- Formulas
- Webforms
- Reporting
- Best Practices
- Tips & Tricks

Fast Start Training is the most effective and efficient way to quickly onboard a group of users.

- 2 one-hour web-based product training sessions (up to 25 people)
- Must be used within 60 days



For more information, contact [sales@smartsheet.com](mailto:sales@smartsheet.com)

## Smartsheet Academy

### Destination immersion experience with peers from other organizations

Intermediate users who want to take Smartsheet to the next level will benefit from attending the 2-day in-person Smartsheet Academy. Held throughout the country, these events use a combination of presentation, real-world scenarios, hands-on activity, and one-on-one time with Smartsheet experts to give you the tools to create workflows in Smartsheet using advanced features like Reporting, Web Forms, Cell Linking, and more. Participants rave about both the instructional content and the chance to swap ideas and learnings with peers in other organizations. Register early - these events always sell out.

- Designed for people who have used Smartsheet but aren't yet experts
- 2 days of live, in-person product training and discussion
- Option for 1-on-1 time with Smartsheet experts for feedback and tips
- Learning materials and resources
- Breakfast and lunch included on both days
- Happy Hour networking event

## Custom Training

### Personalized group training designed for your needs

In addition to general product training, Smartsheet also offers customized training sessions to meet your group's specific needs. After working with you to define your goals during a discovery call, a Smartsheet expert will hold a one hour interactive training webinar for your group based on a custom curriculum. Custom training sessions provide a flexible ongoing education resource for your users.

Custom Training packages include:

- 30-minute discovery call
- 1 hour training prep
- 1.5 hour training session (up to 25 people)
- Must be used within 60 days

On-site training available upon request.

For more information on Training Services, please contact your sales representative.

