## **APPIA FOR LOCAL PUBLIC AGENCIES**

This course is designed for all of the local agency staff involved in the construction process. The class will teach the user to utilize the electronic APPIA software to create contract documents required for inspecting and administering projects. This class is basic Appia usage for people not familiar with the program.

## Topics covered include:

- Using the software Appia system
- Creating project related documents: Daily Reports, Change Order, Item/Materials, Crew/Equipment, etc.
- Set up of the project
- Navigating with the usage of the program.

## **Information Coming Soon**