Metrc Support Bulletin



| Bulletin Number: NV_IB_0078 Updated | Distribution Date: 1/17/24 | Effective Date: See Bulletin |
|---|---|------------------------------|
| Contact Point: Metrc [®] Support | Subject: Upcoming Online Training – February 2024 | |
| Reason: Metrc is providing details for live webinar industry user training classes. | | |

Greetings,

This bulletin is intended to notify all industry users of the planned upcoming Metrc Live Webinar Workshop training this coming February 2024 for the State of Nevada CCB.

In accordance with instructions from the CCB, Metrc training requirements are as follows:

- One-time facility-specific training for all employees, facility managers, managing owners, officers, and board members.
- Annual advanced training for inventory managers, employees, facility managers, supervisors, directors, and managing owners with access to the seed-to-sale tracking system.
- Each user, or attendee, is required to register through Metrc Learn
- All attendees must have a Metrc Learn account and have taken the New Business Metrc Training.

Metrc Support Bulletin



Register for a Metrc Learn Account & Registering for a Webinar

If a user <u>DOES NOT</u> have a Metrc Learn account, they can register for an account in the link below:

Register for a Metrc Learn Account

For any users that <u>ALREADY</u> have a Metrc Learn account, NV Workshops can be registered for by selecting the Training Calendar tab in the Metrc Learn account and clicking on the "REGISTER NOW" link for the specific workshop the user wants to attend as shown in **Figure 1**.

| S metrc learn | | | |
|---|-------------------|--|--|
| MY LEARNING LEARNING LIBRARY TRAINING CALENDAR | | | |
| Q. SEARCH | EXPORT TRANSCRIPT | | |
| NEEDS YOUR ATTENTION (1) | | | |
| DETAILS REGISTER NOW | | | |
| NV Workshop Example | | | |
| Users will sign up for NV Workshops through the Metrc Learn ᇴ LIVE TRAINING / 1 SESSIONS | | | |
| | | | |

Figure 1: Training Calendar to Choose a Workshop from a Metrc Learn Account

Once the registration link has been selected, the user will be taken to the following action window as shown below in **Figure 2** below:



| | NV Workshop Example Iew Full Calendar > | |
|--|--|-------------------------|
| Q SEARCH | Dec 22, 2021 | F↓ Date ∨ ▼ Filter by ∨ |
| SUNDAY, DECEMBER 26, 2021 NV Workshop Example 1:00 pm - 2:00 pm MST (America/Den | iver -07:00) | REGISTER |

Figure 2: Registering for a Specific Workshop from a Metrc Learn Account

Please note: There will be a 100-person limit for the in-person training classes. If you're interested in attending in person, contact support to confirm availability and registration via email at **support@metrc.com**.

Location:

"Joint Conference Room" 700 E. Warm Springs Rd, 1st floor, Las Vegas NV 89119

Workshop Dates:

February 5th

Testing Facilities - 9:00 AM – 11:30 AM In-Person & Virtual Distributors - 1:00 PM – 3:30 PM In-Person & Virtual

February 6th

Cultivators Training Session 1 - 9:00 AM – 11:30 AM In-Person & Virtual Producers Training Session 1 - 1:00 PM – 3:30 PM In-Person & Virtual

February 7th

Producers Training Session 2 - 9:00 AM – 11:30 AM In-Person & Virtual Retailers/Dispensaries Training Session 1 - 1:00 PM – 3:30 PM In-Person & Virtual

February 8th

Retailers/Dispensaries<mark>/Consumption Lounges</mark> Training Session 2 - 9:00 AM – 11:30 AM In-Person & Virtual Cultivators Training Session 2 - 1:00 PM – 3:30 PM In-Person & Virtual



Metrc – Industry Support

Metrc provides live interactive support for industry users and licensees. This information can be found on our website, when logged into Metrc under your Support tab, and is listed below.

Check under the "Support" area for additional resource materials.

