Qvidian University: Answering RFPs with Qvidian for Office

Course Overview

When answering RFPs and collaborating with others, it's important that your accurate, ready-to-use content is just a few clicks away. Answering RFPs with Qvidian for Office provides a slick, streamlined approach to answering RFPs while broadening the abilities for simultaneous collaboration.

In this course, you will participate in hands-on practice in a sandbox library guided by a Qvidian expert. Interactive discussions are also included to talk through the considerations for deciding which types of RFP questionnaires and processes are best suited for Qvidian for Office.

- Course Logistics:

    - The course is delivered as a virtual public session via Zoom

    - Interactive discussion-based activities

    - Hands-on activities in a Qvidian sandbox account

    - A downloadable handbook including click-by-click instructions is included

Important! This course will not include instruction on installing Qvidian for Office. Qvidian for Office is supported for Microsoft Office 2019 and Office 365. In order to participate in the hands-on activities, you must have access to these versions of Office and have already installed the Qvidian for Office add-in on your computer. If you need help with the installation process please contact Qvidian Support.

Course Objectives:

By the end of this course, participants will be able to:

- Answer RFP questionnaires using Qvidian for Office through Microsoft's Word and Excel online and desktop applications.

- Understand the collaboration opportunities with both licensed and non-licensed participants using Qvidian for Office.

- Utilize Qvidian for Office within the RFP Project functionality in Qvidian.

Course Duration:

- One 3-hour instructor-led training session

Pricing:

- $295 per participant

- Course registration is non-refundable.

Course Dates & Times:

- February 25th, 2021
  - 7am – 10am PST | 10am – 1pm ET | 3pm – 6pm GMT

Registration Information:

- **Register here >>**
- *Space is limited*