CITY OF BURTON

BURTON CITY COUNCIL MEETING

JANUARY 19, 2015

AGENDA

Council Chambers	Committee of the Whole	5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. CALL TO ORDER

B. STAFF PRESENT

C. AUDIENCE PARTICIPATION

D. PRESENTATION

1. Training Session on new computers.

AGENDA ITEM (ID # 1326)

DOC ID: 1326

Training Session on new computers.

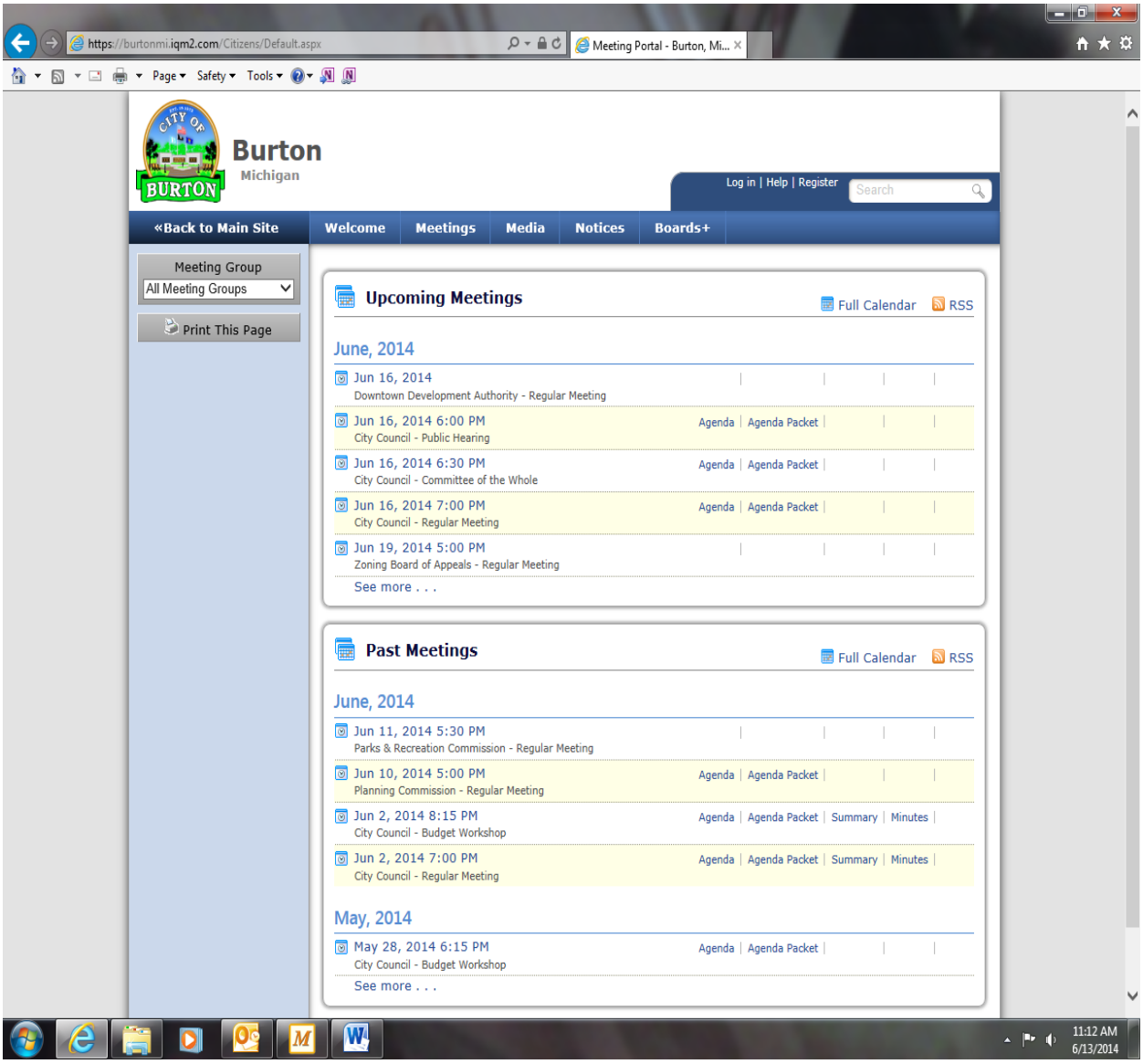
ATTACHMENTS:

- IQM2 Boarding Training (DOCX)

Login In to meeting portal

http://burtonmi.iqm2.com

On Right hand side of screen click login



Enter User Name: Will be your last name and first initial

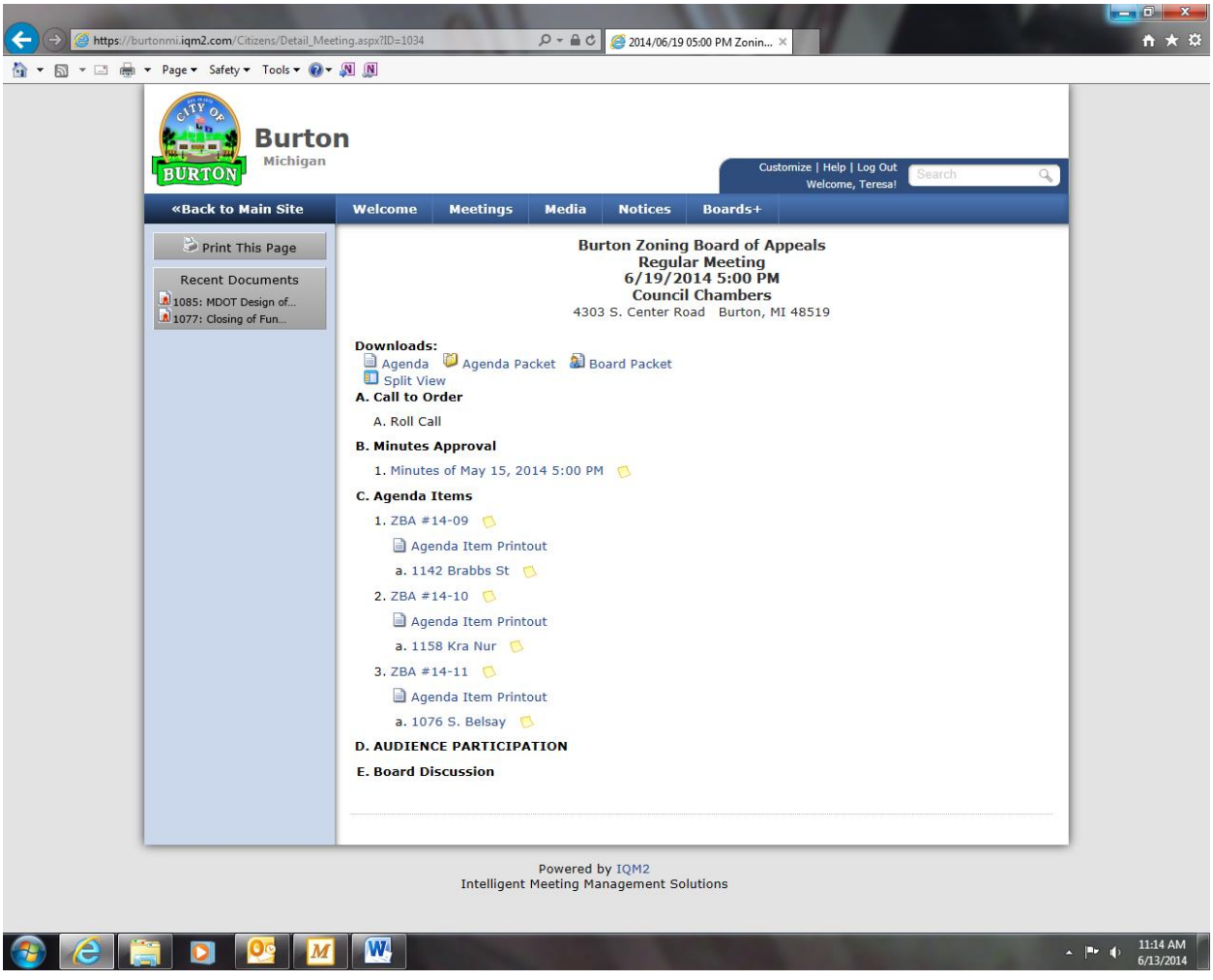
Password: Changeme1$

Attachment: IQM2 Boarding Training (1326 : Training Session)

Minimum Password length is 6 characters.

Password must contain an Alpha and at least one numeric or special character.

If you click on a meeting date you can look at it in normal view or in split view. Below is normal view.

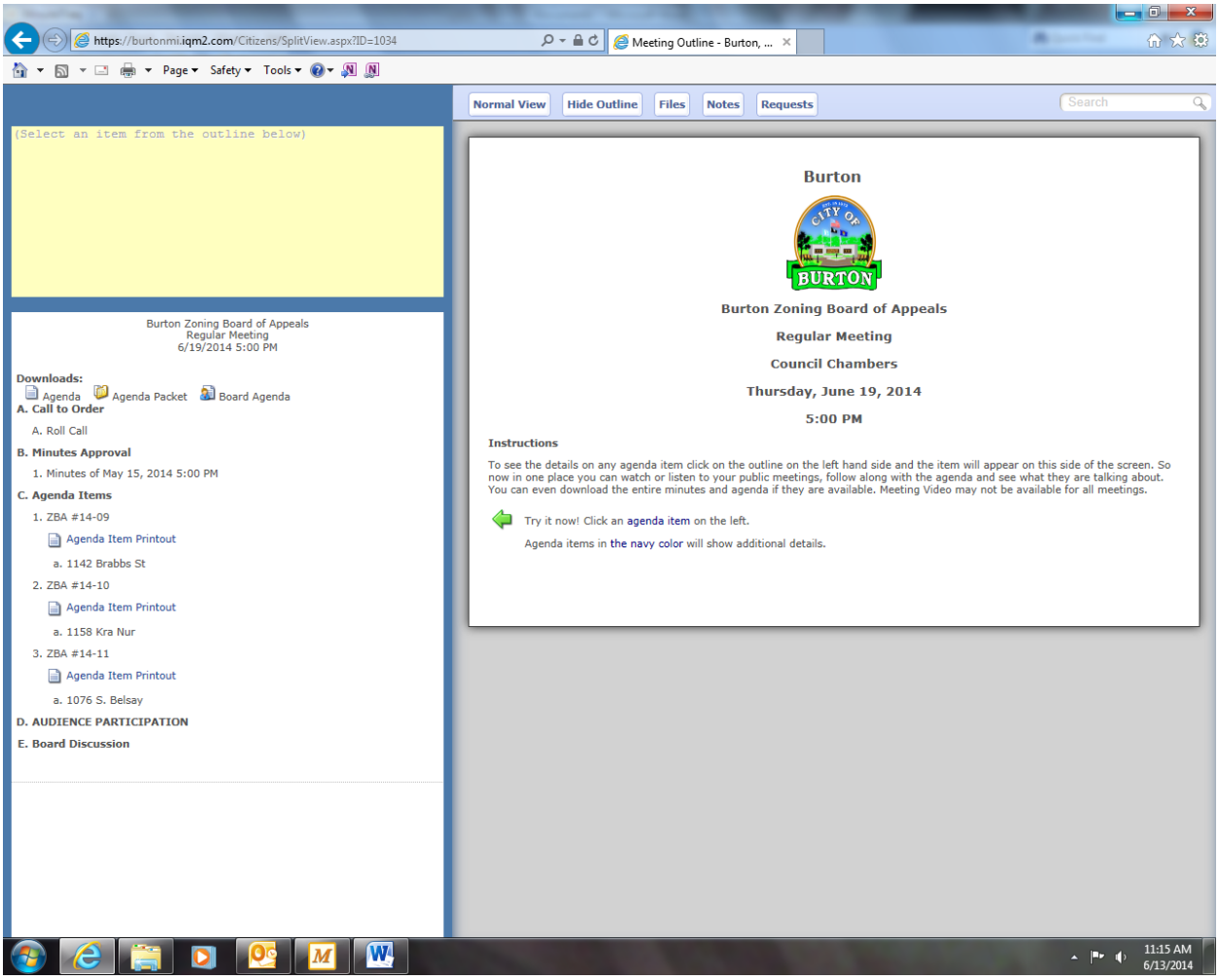


If you click on the yellow posted note next to the agenda item.

A screen opens up on the bottom right hand side and you can type your notes. Only you can see the notes typed there. Then click save.

Attachment: IQM2 Boarding Training (1326 : Training Session)

Split view looks below:



To get to split view just click Split View.

In split view you click on agenda item and then type your notes in the yellow box. Only see the notes typed there.

To return to the Normal Screen View just click the box that says normal screen view.

Attachment: IQM2 Boarding Training (1326 : Training Session)