GEOS Basic Information

Training contact: itos.epd@itos.uga.edu

GEOS Technical Assistance Website:
http://epd.georgia.gov/geos/

Class Agenda

10:00am – What is GEOS?
10:10am – GEOS Technical Assistance webpage
10:20am – Accounts & Privileges
10:35am – RO & Preparer
10:50am – Accounts and RO & Preparer Review
11:05am – Account Creation
11:20am – *Exercise 1* - Create Account
Lunch
1:00pm – Dashboard Overview
1:05pm – Manage Account Settings
1:20pm – *Exercise 2* - RO/Preparer Designations
1:35pm – Filling out submittals and helpful pointers
1:50pm – Submitting a Submittal
2:05pm – *Exercise 3* - Filling out an Application
2:35pm – Managing Submittals
2:50pm – *Exercise 4* - Managing Submittals
3:15pm – Online Fee Payment
3:25pm – Public Portal
3:30pm – Presentation Ends Individual Coaching and Worktime Begins
4:00pm – Class Ends