



Washington County

Training Overview

Power Document Management System

May 3, 2023

Department of Housing Services

co.washington.or.us



Overview



- **Training Structure**

- **PowerDMS New User Tutorial**



- **Next Steps**



Training Structure

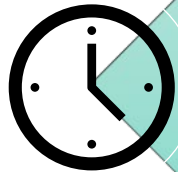




Learning Communities



HSSN Members & Providers
throughout Washington Co may attend



Second Wednesday of every month
10:00 AM – 12:00 PM



Washington Street Conference Center
102 SW Washington Street, Hillsboro



Information disseminated through
DMS + HSSN Listserv

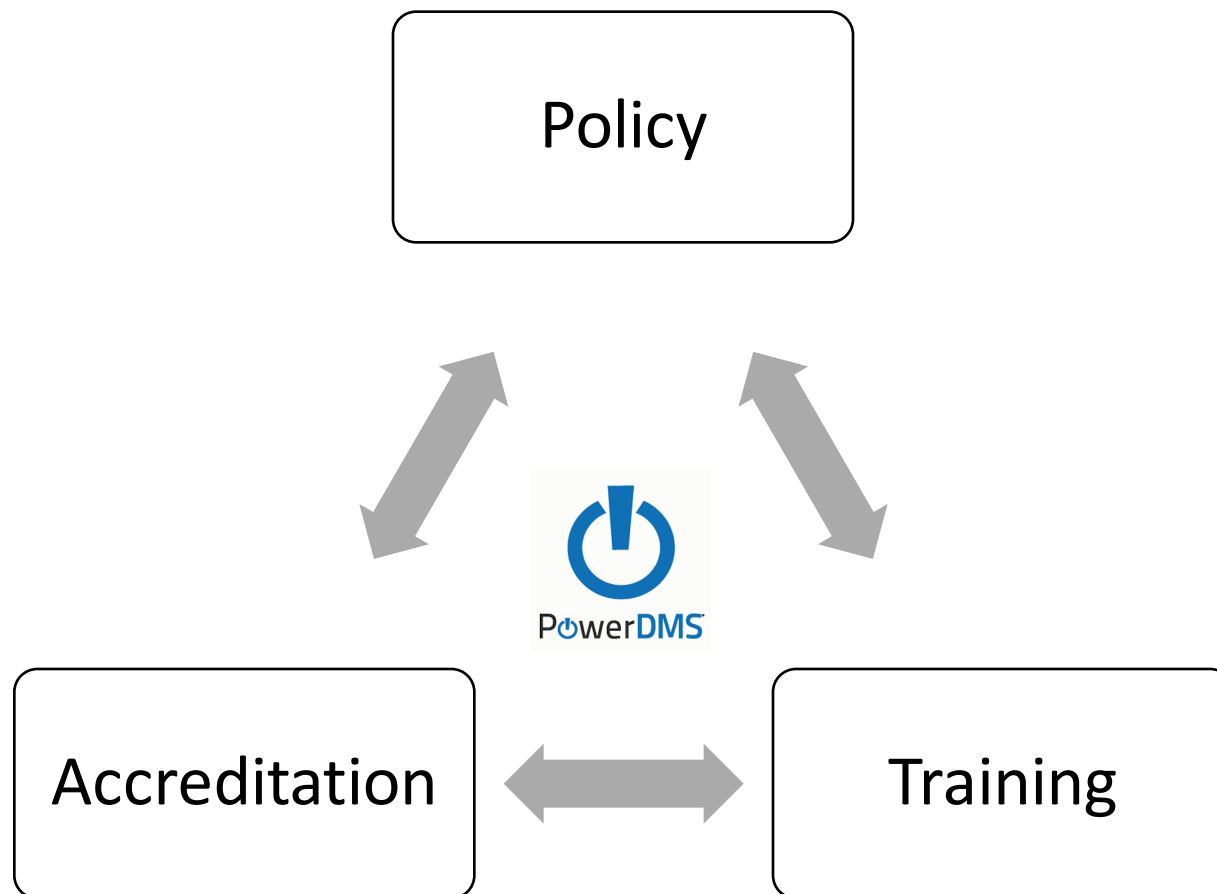


PowerDMS Overview



PowerDMS[®]

A document management system focused on compliance and industry policy regulations. It is commonly used by Law Enforcement, Healthcare and Government Organizations.





Next Steps



Complete Link

Attend Orientation

Gain Login Access

Course/Document
Assignment

Begin Using DMS!



PowerDMS



PowerDMS Email Verification

Hi Abby,

Please click on the button below to confirm your email address for **Welcome to PowerDMS!**. Providing you with secure service is our top priority, and verifying your email for your PowerDMS account helps us do that.

Confirm Email Address

If you need to contact us, feel free to call us at [1.800.749.5104](tel:18007495104)

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PowerDMS



PowerDMS

Welcome to PowerDMS! [Change Site](#)

Username

Password

[Forgot Password?](#)

Login

Click here to login.

Click here if you've forgotten your password and need to reset it.

[Visit PowerDMS.com for more information.](#) © Copyright 2015 PowerDMS, Inc. All rights reserved.



PowerDMS



The screenshot shows the PowerDMS web interface. At the top, there is a navigation bar with a home icon, a search bar labeled "Find Anything", and menu items for "Inbox 44", "New", and "Help". Below the navigation bar is a grey banner that says "Welcome to PowerDMS!". Underneath is a "To Do" section with a list of tasks: "Sign 5006 - Cell Phone Policy and 34 other", "Acquire Customer Advocacy and 4 other ce", "Begin Team Building Basics", and "Fill out Conflict of Interest Form - 2015". Below the "To Do" list is a "Completed To Do" section with two items: "✓ Completed" and "✓ Signed 5". Two blue callout boxes are overlaid on the interface. The first callout box points to the "Inbox 44" menu item and contains the text "You can access items from your inbox here." The second callout box points to the "To Do" list and contains the text "You can also access items from your To Do list here."



Next Steps



<https://app.smartsheet.com/b/form/4a95ba44c55e4d81ae752481d10847b5>





Questions

