



## Adobe Connect Access Request Form

The Adobe Connect system offers workforce professionals and other stakeholders the opportunity to receive training in a structured environment: this system records the training completed needed for Tier One or continuing education units. To access the system, the learner will need a profile (user identification and password combination). To receive a profile, fill out this form and submit it to [WFSTraining@deo.myflorida.com](mailto:WFSTraining@deo.myflorida.com). Regional Workforce Board staff must ensure the form is signed by an appropriate supervisor and submitted through the Regional Security Officer or Training Coordinator/contact. Once received, a profile will be created in the Adobe Connect system. The profile information will be sent to the Regional Workforce Board Security Officer and Training Coordinator/contact. All training materials are also posted to [www.floridajobs.org](http://www.floridajobs.org).

Trainee's First Name:

Trainee's Last Name:

Regional Workforce Board Number:

Company's Name:

Mailing Address:

City:

Zip Code:

Trainee's Email Address:

Trainee's Job Title:

Trainee's Phone Number:

Does this trainee need to be assigned to complete Tier One in the Adobe Connect system?

Yes  No

RWB Training Contact Name:

RWB Training Contact Email Address:

Date Submitted:

