

# Contract Manager learning path to B2P

## Training

Recommended training before you log in:



Classroom

### B2P Contract Management Training

Instructor led virtual B2P contract management tool training (90 min)



Classroom

### General Contract Review Training

Instructor led virtual contract best practices training (90 min)



### Contract Manager Designation Notice

Resource that outlines a contract owner's role and responsibilities

## On Day 1

Recommended guidance for the first time you log in:



### Create or Upload an Existing Contract

Contract entry instructions and features overview



### Contract Header Field Guide

Field level instruction



### Contract Status Definitions

Defines possible contract status values

## Reference and Support

Additional training, support, and guidance:



### Quick Reference Guides and Resources

Instructions and guidance for B2P contract management



### B2P Support

B2P contract management tool assistance



### Strategic Procurement Contracts

General contract information, training, and support

