



regoUniversity

SAN DIEGO • 2023

Rego Innovations for Apptio

Your Guides:

Doug Greer and Rob DeLeo

Overview of Rego Innovation

- Rego Goals:
 1. Reduce the Cost to Implement & Support Apptio
 2. Add new functionality that is not part of the core tool
- Two Areas:
 - Integrations
 - Add-Ons
- Two Products currently, with more on the way:
 - RegoEngage
 - RegoSync

regoEngage

- Automated Delivery of Apptio Reporting

YTD Financial Variance Analysis - Message...

File Message Help

Share to Teams

YTD Financial Variance Analysis

test@regoengage.com(test@regoengage.com via send) To Josh Roberto 11:57 AM

If there are problems with how this message is displayed, click here to view it in a web browser. The actual sender of this message is different than the normal sender. Click here to learn more.

Cumulative Budget Variance

This chart displays the YTD cumulative OpEx variances to budget for your Cost Center

Budget Variance Current Month

This chart displays the YTD OpEx variances to budget for your Cost Center by cost pool.

Budget Variance	USD 1000
Depreciation	~1.5
Outside Services	~1.5
Hardware	~0.5

10:40 Cloud Emler

Last 6 Month's Charges

\$80,656 ↓ 1%
Less Than Last Month
Total: \$6,418,959

Service Name	Unit Price	Consumed Unit(s)	Total Cost	% Change from Last Mo.
Message Bus & Integration	\$0.08	8958	\$715	3%

11:58 VP Summary

Operating Summary - Applications (2022)

April 2022 Cost Center Summary (\$000's)

Cost Center	FY Budget	FY Forecast	Variance
70003 - Ambulatory EMR for Medical Group	\$6,385	\$11,065	(4,680)
70010 - Revenue Cycle Transformation	\$6,385	\$11,065	4,680
70020 - Enterprise Data War	\$6,385	\$11,065	(4,680)

11:59 VP Summary

Staff Summary

Project Phase	Open Headcount: OCIO	Open Headcount: Allscripts	Open Headcount: Total
Operating	\$6,385	\$11,065	(4,680)
Capital	\$6,385	\$11,065	4,680

Open Headcount Aging Report

Age	Open Headcount
< 0 Days	5
1-90 Days	5
91-180 Days	5
181-270 Days	5
271-360 Days	5
361-450 Days	5
451-540 Days	5
541-630 Days	5
631-720 Days	5
721-810 Days	5
811-900 Days	5
901-990 Days	5
991-1080 Days	5
1081-1170 Days	5
1171-1260 Days	5
1261-1350 Days	5
1351-1440 Days	5
1441-1530 Days	5
1531-1620 Days	5
1621-1710 Days	5
1711-1800 Days	5
1801-1890 Days	5
1891-1980 Days	5
1981-2070 Days	5
2071-2160 Days	5
2161-2250 Days	5
2251-2340 Days	5
2341-2430 Days	5
2431-2520 Days	5
2521-2610 Days	5
2611-2700 Days	5
2701-2790 Days	5
2791-2880 Days	5
2881-2970 Days	5
2971-3060 Days	5
3061-3150 Days	5
3151-3240 Days	5
3241-3330 Days	5
3331-3420 Days	5
3421-3510 Days	5
3511-3600 Days	5
3601-3690 Days	5
3691-3780 Days	5
3781-3870 Days	5
3871-3960 Days	5
3961-4050 Days	5
4051-4140 Days	5
4141-4230 Days	5
4231-4320 Days	5
4321-4410 Days	5
4411-4500 Days	5
4501-4590 Days	5
4591-4680 Days	5
4681-4770 Days	5
4771-4860 Days	5
4861-4950 Days	5
4951-5040 Days	5
5041-5130 Days	5
5131-5220 Days	5
5221-5310 Days	5
5311-5400 Days	5
5401-5490 Days	5
5491-5580 Days	5
5581-5670 Days	5
5671-5760 Days	5
5761-5850 Days	5
5851-5940 Days	5
5941-6030 Days	5
6031-6120 Days	5
6121-6210 Days	5
6211-6300 Days	5
6301-6390 Days	5
6391-6480 Days	5
6481-6570 Days	5
6571-6660 Days	5
6661-6750 Days	5
6751-6840 Days	5
6841-6930 Days	5
6931-7020 Days	5
7021-7110 Days	5
7111-7200 Days	5
7201-7290 Days	5
7291-7380 Days	5
7381-7470 Days	5
7471-7560 Days	5
7561-7650 Days	5
7651-7740 Days	5
7741-7830 Days	5
7831-7920 Days	5
7921-8010 Days	5
8011-8100 Days	5
8101-8190 Days	5
8191-8280 Days	5
8281-8370 Days	5
8371-8460 Days	5
8461-8550 Days	5
8551-8640 Days	5
8641-8730 Days	5
8731-8820 Days	5
8821-8910 Days	5
8911-9000 Days	5

Charges By Monthly

Drivers - Current Month

The Challenge

It can be difficult to **engage audiences in Apptio** due to a number of factors:



The amount of **content and reports within Apptio can be overwhelming** for users that only need it for one or two things:



Users who consume Apptio reports infrequently may have **difficulty navigating Apptio Report Collections**. It's difficult to train everyone you want to reach.



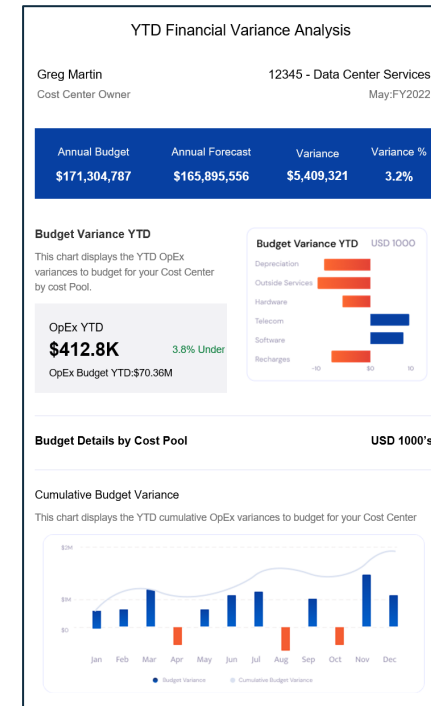
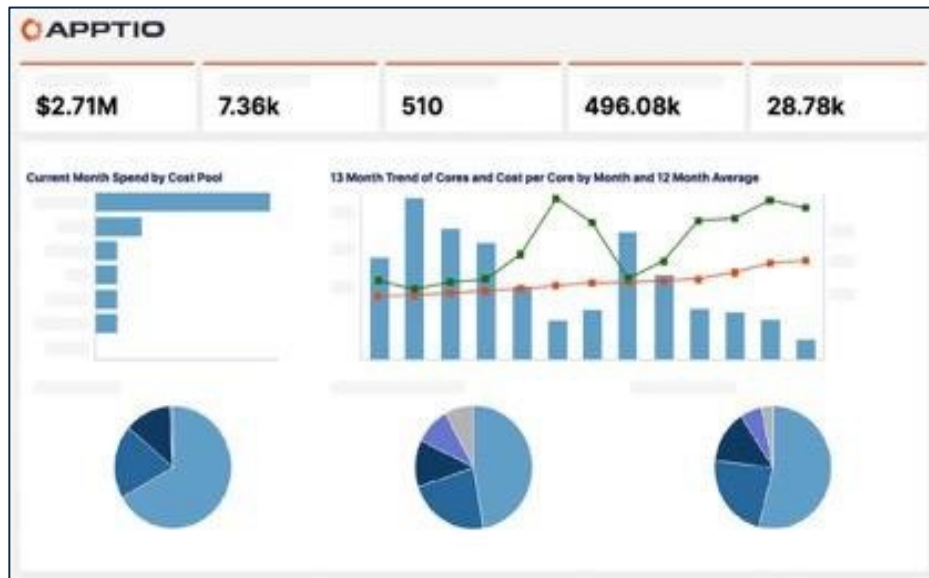
Some stakeholders can be resistant to checking “just one more system” to get information and rely on familiar software or spreadsheets. They already have many software tools, **and they forget how to access Apptio**.



What does regoEngage do?

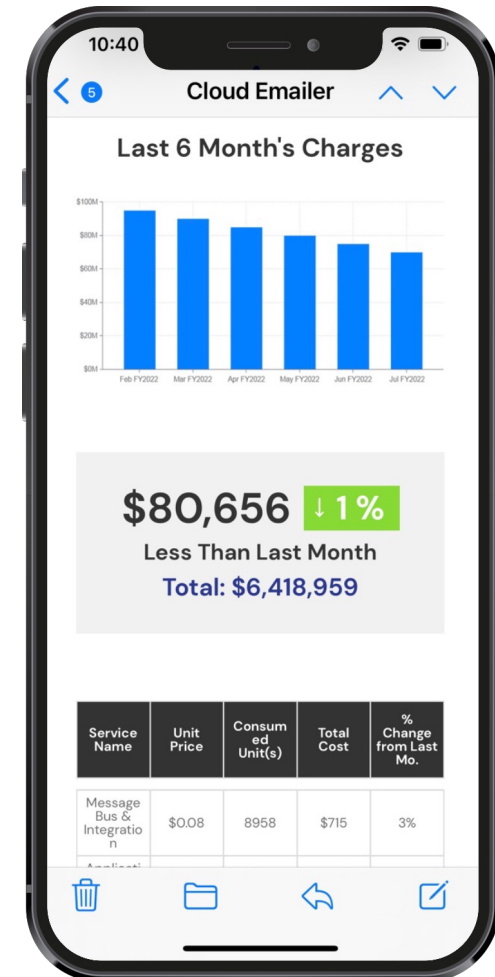
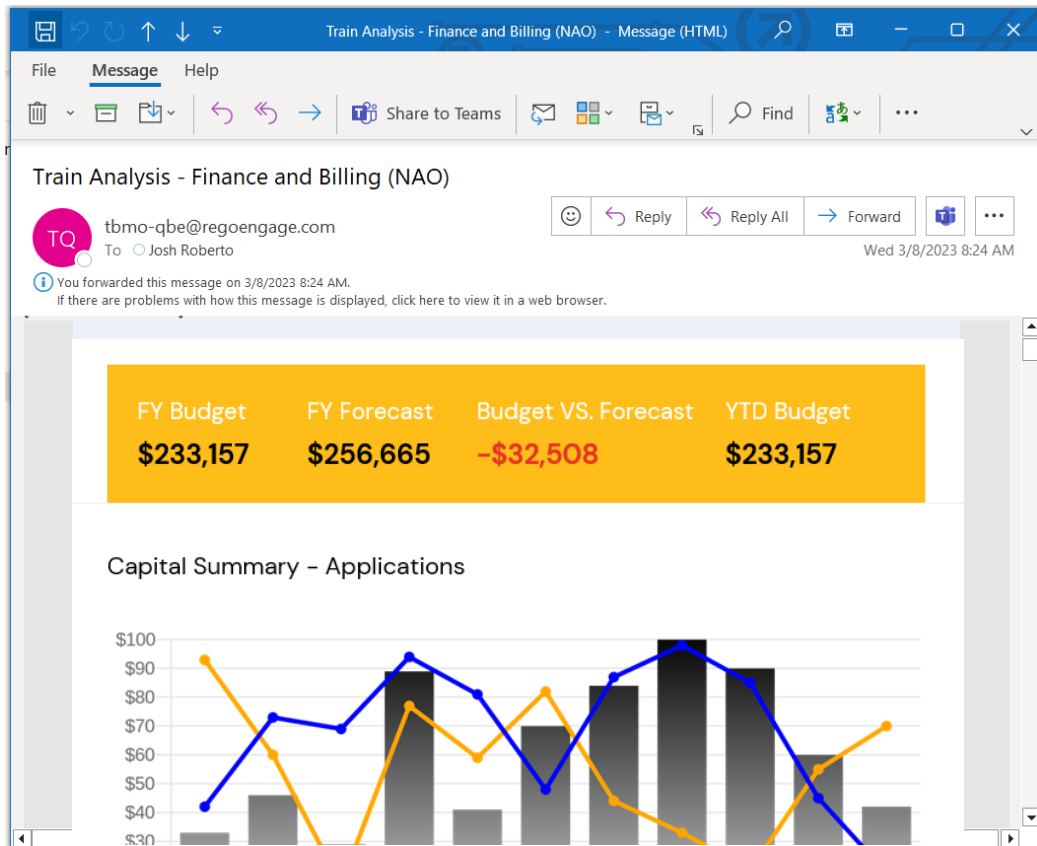
Dashboards and views are sent via email to stakeholders instantly and automated via scheduling.

regoEngage gets the most relevant information directly to stakeholders, in a compact, customizable, consumable format.



1. Information is received by stakeholders in a familiar medium

- Most stakeholders spend a large amount of time in their email. By delivering in this familiar manner, time is saved by not having to frequently navigate another system searching for information.



Emailers are specifically formatted for Outlook and tested with multiple business email clients and responsive for viewing on mobile devices.

2. Information is relevant, useful, and concise for the recipient

- Emlers deliver concise and valuable information for each recipient that summarizes key important information for their area of responsibility (cost center, application, product, etc).

Hundreds of possible stakeholders including...



Application Owners receive a Cost Summary for their application



Business Leaders receive Financial Summary and Variance Analysis for their areas of responsibility

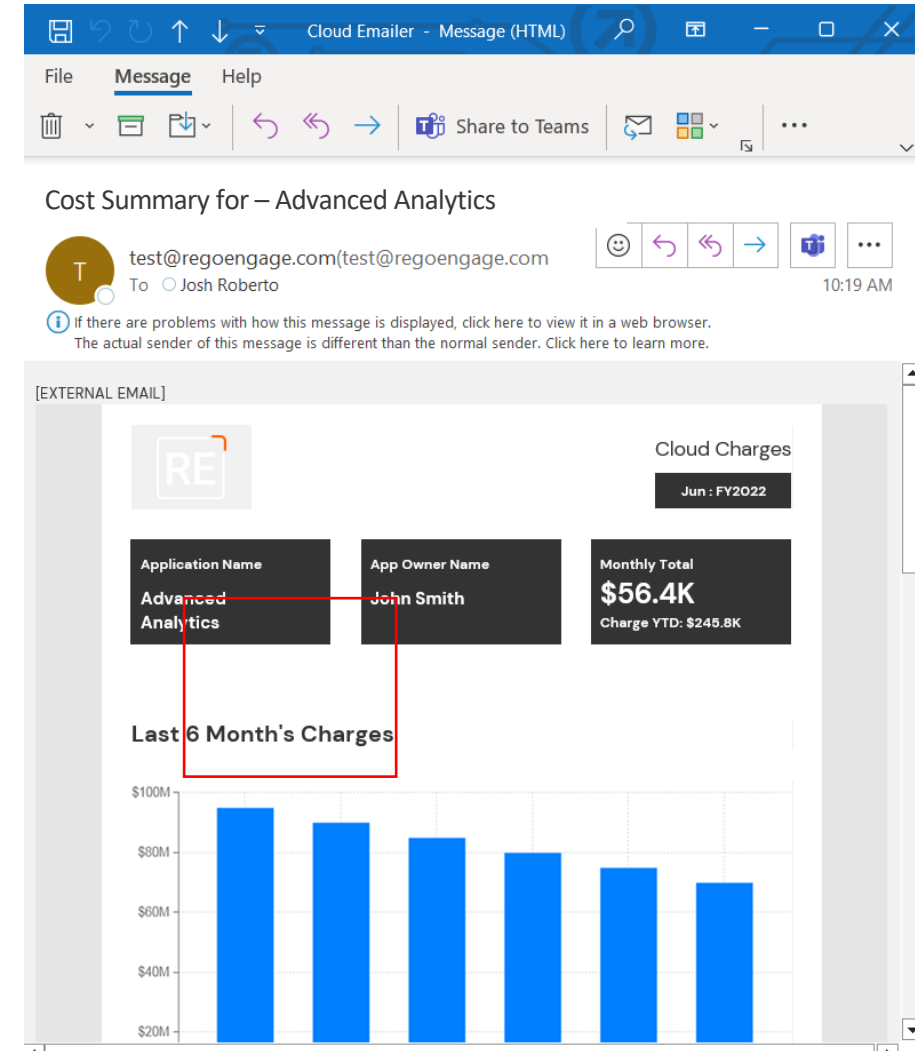


Chargeback Entities receive Invoices for their service consumption



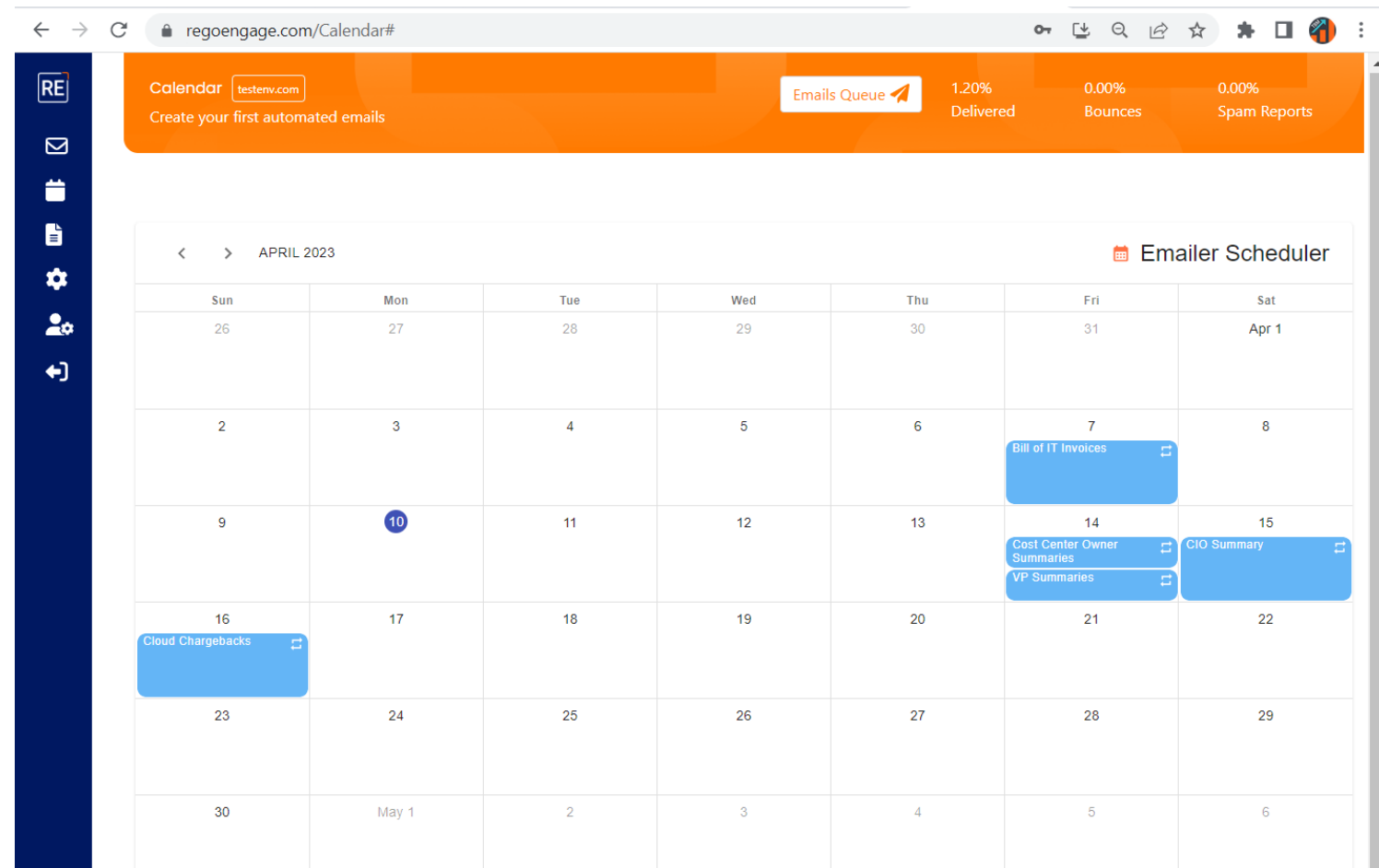
Cloud Teams receive Cost and Usage Summaries for their cloud utilization

Example application owner email:



3. Information is delivered timely to each stakeholder when it is most needed

- Automating delivery of key information to business leaders ensures they have access to the exact information they need when making decisions
- **Automation is Key**
Scheduling is available to automatically deliver key information to all business stakeholders



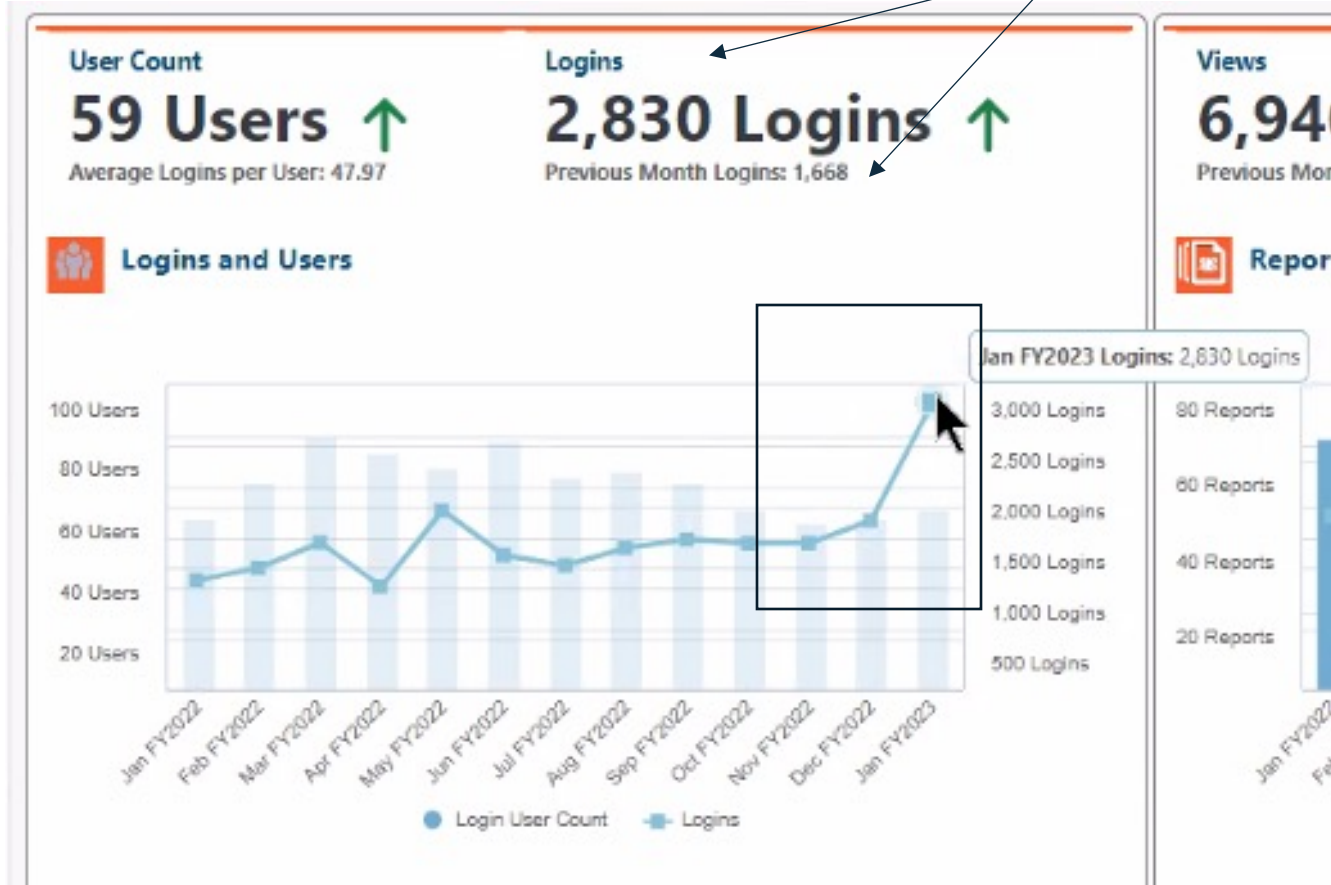
The screenshot displays the RegoEngage calendar interface. The browser address bar shows 'regoengage.com/Calendar#'. The page header includes 'Calendar' for 'testenv.com', an 'Emails Queue' button, and performance metrics: 1.20% Delivered, 0.00% Bounces, and 0.00% Spam Reports. The main content is an 'Emailer Scheduler' calendar for April 2023. The calendar grid shows dates from Sunday, April 26 to Saturday, April 30. Several email events are scheduled:

- Cloud Chargebacks: Scheduled for Sunday, April 16.
- Bill of IT Invoices: Scheduled for Friday, April 7.
- Cost Center Owner Summaries and VP Summaries: Scheduled for Friday, April 14.
- CIO Summary: Scheduled for Saturday, April 15.

The calendar also shows a navigation bar with icons for email, calendar, document, settings, and user profile.

What can you expect?

Dramatic Increase in Total Logins after deploying RegoEngage



Dramatic Increase in usage

“Apptio is a wonderful toolset, but a key missing ingredient is the ability to push reports to stakeholders. We have many IT managers that log into Apptio very infrequently or not at all.

With RegoEngage we’re able to put information in front of them monthly.” ---*TBM Director*

Value to You

Drive engagement without requiring users to login to Apptio

Save time with personalized automated email reports based on users or user groups

Increase alignment and visibility with emails that feature your company's branding

Users make decisions faster when receiving tailored emails with the information that is relevant to them

RegoEngage 2.0

- Total replatform with more modern interface
- More analytics
- More configurable
- WYSIWYG Editor

Dashboard

Reports

Data

Contacts

Templates

Companies

Settings

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admin@regoconsulting.com

Contact Lists

Finds your contacts and lists in this section

All Contacts [Lists](#)

My lists

Find and manage all of the contact lists below

[+ Add New List](#)

Company	Description	Users	Avg. Open Rate	
^ Testing List	Testing List to test reports before sending	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
jroberto@boosttbn.com	Registered	Admin	✓ Apptio	🗑
fahadaslam98@gmail.com	Registered	Admin	✓ Apptio	🗑
jroberto1@oshkoshcorp.com	Invitation Sent	Collaborator	✗ Apptio	🗑
∨ Only Admins	Only system admins	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
∨ Only Collaborators	Only system collaborators and editors	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
∨ Finance Team	All of the people on the finance team	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
∨ Marketing Team	All of the people on the marketing team	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
∨ C-Suite	All of the people on the C-Suite level	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮
∨ Some Other Segment	Another description for a Contact List	+5	<div style="width: 100%;"><div style="width: 100%;"></div></div>	⋮

[Previous](#)

Page 1 of 10

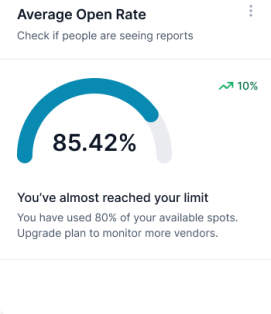
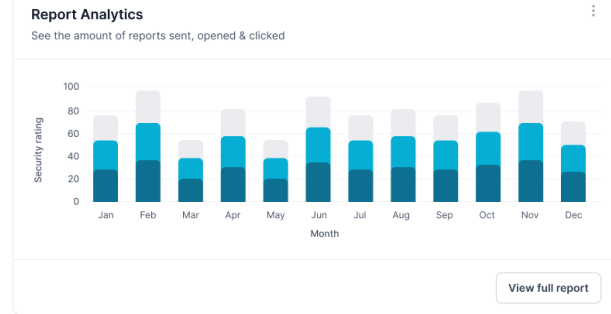
[Next](#)

- Dashboard
- Reports**
- Data
- Contacts
- Templates

Reports

Manage, schedule, and create reports in this section

Export Reports + Create Report



View Upcoming Reports

Check your scheduled reports in a calendar or list view

Calendar View **List View**

Report	Status	Scheduled Time ↓	Template	Contacts
Report #1 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #2 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #3 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #4 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #5 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #6 This is a short description of the report	Scheduled	Sep 19, 2023. 11:00 AM	Template Name	+5
Report #7 This is a short description of the report	Sent	Sep 19, 2023. 11:00 AM	Template Name	+5

Previous Page 1 of 10 Next

Companies

Settings

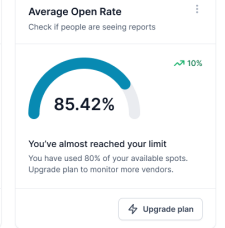
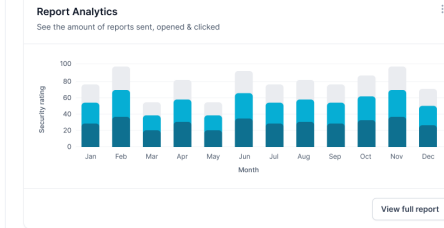
Joshua Leone
admin@regoconsulting.com

- Dashboard
- Reports**
- Data
- Contacts
- Templates

Reports

Manage, schedule, and create reports in this section

Export Reports + Create Report



View Upcoming Reports

Check your scheduled reports in a calendar or list view

Calendar View **List View**

January

Mo	Tu	We	Th	Fr	Sat	Su
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

January 23 - 28, 2023 Day Week Month

23	24	25	26	27	28	29
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Reports

TODAY 23/1/2023

- 8:00 AM (Not Sent) Report Name 1
- 11:00 AM (Not Sent) Report Name 2

TOMORROW 23/1/2023

- 10:00 AM (Not Sent) Report Name 3
- 2:00 PM (Not Sent) Report Name 4

WEDNESDAY 23/1/2023

- 11:00 AM (Not Sent) Report Name 2
- 12:00 PM (Not Sent) Report Name 5
- 4:00 PM (Not Sent) Report Name 6

THURSDAY 23/1/2023

- 10:00 AM (Not Sent) Report Name 3
- 2:00 PM (Not Sent) Report Name 4

FRIDAY 23/1/2023

Companies

Settings

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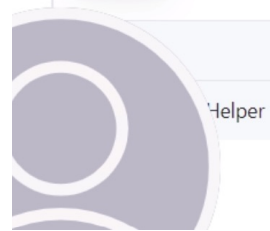
Block

Layer

Components

Additional Components

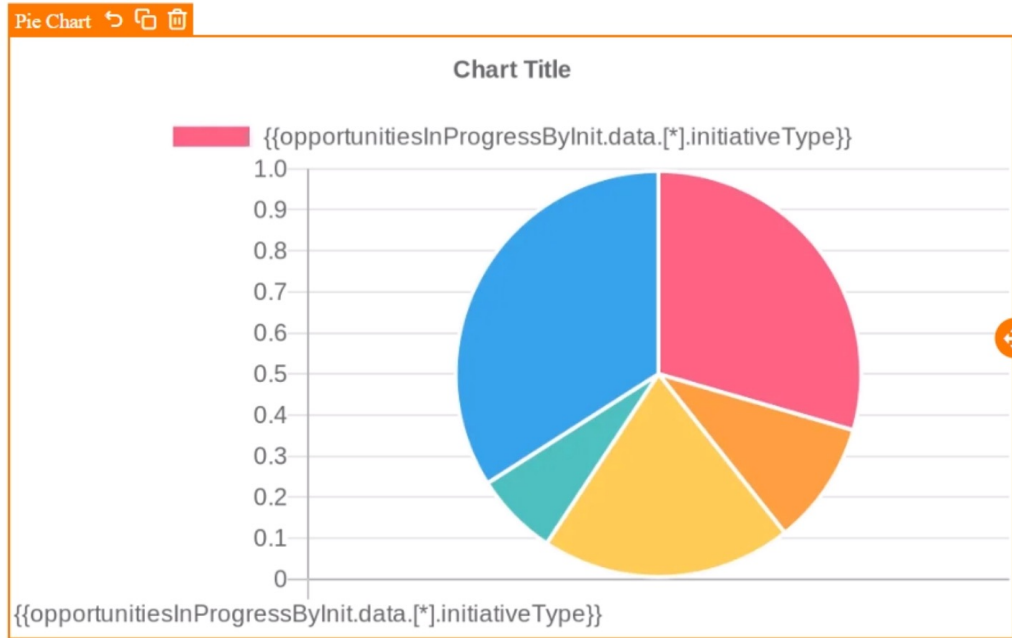
- Conditional
- Static Table
- Data Table
- Bar Chart
- Line Chart
- Gauge Chart
- Pie Chart



Helper



Opportunities in Progress by Initiative Type



Configuration

Source code

Pie Chart attributes

Setting

Datasource

Select a Data Extractor

Opportunities in Progress by Initiative

Labels

Initiative Type
STRING

Select a Data Extractor Field for Labels

Data

8428571997

Select a Data Extractor Field for the Data

Behavior when there is no data

Show Missing Data Placeholder

Colors

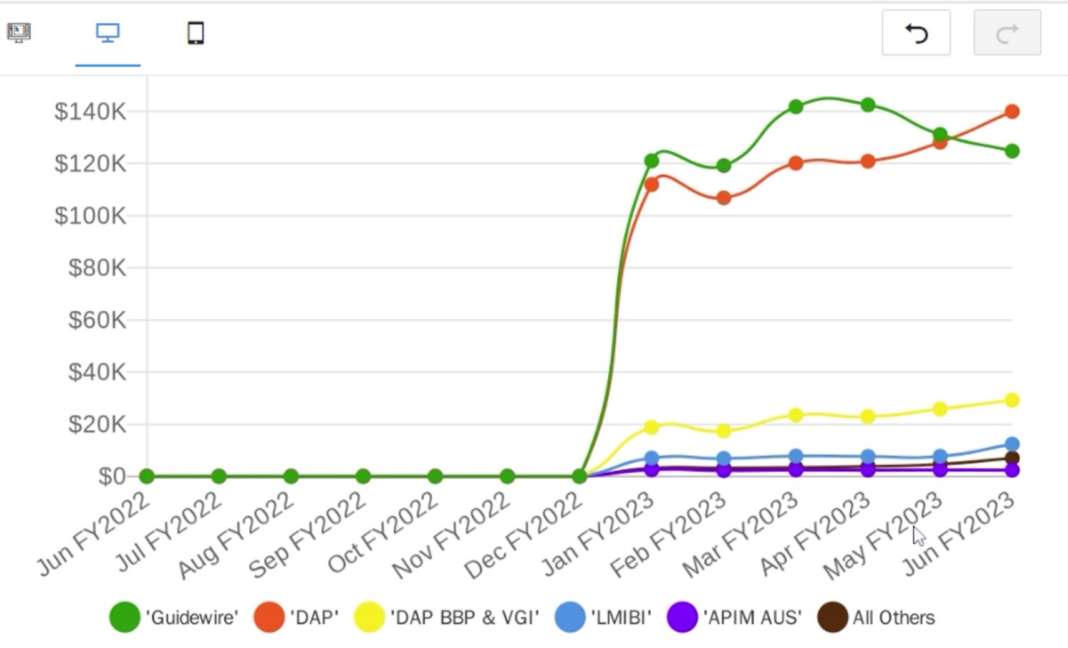
For More Information click on the appropriate Apttio Link shown below.

Block Layer

Components

Additional Components

- Conditional
- Static Table
- Data Table
- Bar Chart
- Line Chart
- Gauge Chart
- Pie Chart



Configuration Source code

Pie Chart attributes

Setting

Datasource

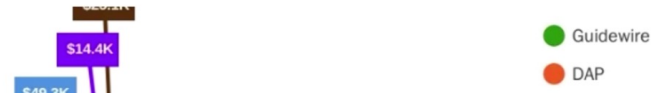
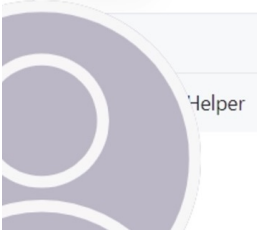
Colors

Options

TITLE LEGEND DATA LABELS AXIS

Legend Settings:

- Show Legend: OFF
- Full Width: OFF
- Position: [Dropdown]
- Align: [Dropdown]
- Font size (px): [Input]
- Color: [Color Picker]
- Font style: [Dropdown]
- Padding (px): [Input]





Templates / Bill of IT Charges by Business Unit (Design Only - Pending Extractors)

PROPERTIES DATA EXTRACTORS PARAMETERS FILTERS DESIGNER

Bill of IT Charges by Business Unit (Design Only - Pending Extractors) Save Design Options ⋮

BlockLayer📱🖥️📱

Components

Additional Components

- Conditional
- Static Table
- Data Table
- Bar Chart
- Line Chart
- Gauge Chart
- Pie Chart

Layout

Datasource Helper

Bill Of IT Charges
Apr: FY2022

Group Name
SAN ANTONIO/NACOG
DOCHES RIO GR

Business Unit
TX TPR MARKET

Charge
\$1.09M
Charge YTD: \$942.68K

[Link To Bill Of IT](#)
Top 5 Charges By Monthly

Month	Charge
Jan	\$150
Feb	\$100
Mar	\$75
Apr	\$125
May	\$-75
Jun	\$150
Jul	\$100
Aug	\$75
Sep	\$125
Oct	\$100
Nov	\$75
Dec	\$125

Configuration

Source code

Image attributes

Setting

Background

Full width on mobile

Dimension

Width Height

Padding

Top (px) Left (px)

Bottom (px) Right (px)

Block Layer

- Components
- Additional Components
 - Conditional
 - Static Table
 - Data Table
 - Bar Chart
 - Line Chart
 - Gauge Chart
 - Pie Chart
- Layout
- Datasource Helper

RE

- Settings
- Users
- Automation
- Mobile
- Refresh
- Mobile
- Refresh

Customer Emails Queue ↗

Create your first automated emails

Templates / Bill of IT Charges by Business Unit

PROPERTIES DATA EXTRACTORS PARAMETERS FILTERS DESIGNER

Bill of IT Charges by Business Unit Save Design Options

Block Layer

Components

Additional Components

- Conditional
- Static Table
- Data Table
- Bar Chart
- Line Chart
- Gauge Chart
- Pie Chart

Layout

Datasource Helper

Bill Of IT Charges

Apr: FY2022

Group Name	Business Unit	Charge
SAN ANTONIO/NACOG DOCHES RIO GR	TX TPR MARKET	\$1.09M Charge YTD: \$942.68K

[Link To Bill Of IT](#)
Top 5 Charges By Monthly

Configuration Source code

Page attributes

▼ Email Setting

Subject: No subject (Design Only - Pe)

SubTitle:

Width: 720px

Breakpoint: 480px
Allows you to control on which breakpoint the layout should go desktop/mobile.

▼ Theme Setting

Font family: 'DM Sans', sans-se Font size (px): 14

Line height: 1 Font weight:

Text color: 000000 Background: e5e5e5

Content background:

RE



Customer
Create your first automated emails

Emails Queue

Templates / Bill of IT Charges by Business Unit

PROPERTIES DATA EXTRACTORS PARAMETERS FILTERS DESIGNER

Bill of IT Charges by Business Unit

Save Design

Options

Block Layer

Components

Additional Components

Conditional Static Table Data Table

Bar Chart Line Chart Gauge Chart

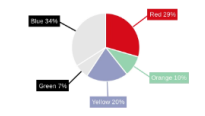
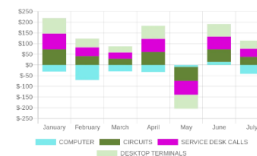
Pie Chart

Layout

Datasource Helper

Configuration Source code

Link To Bill Of IT
Top 5 Charges By Monthly



Wrapper attributes

Dimension

Padding

Top (px) Left (px)

0 30

Bottom (px) Right (px)

20 30

Background

Background image

Automate the Planning Cycle

regoSync

The Challenge

The administrative tasks required to run a planning cycle in IT Planning can be cumbersome and time consuming. It also require after hours work to complete necessary tasks to not interrupt End Users.

- Out of the box IT Planning requires a manual process to publish the plan data to Cost Transparency.
- IT Planning can only publish to P1 of the plan start year not allowing for a true forecast to actuals variance comparison in Cost Transparency.
- There is a limitation on the calculations that IT Planning can perform.
- Project Financial Planning delegation data does not get published to Cost Transparency.
- Not all reference data tables can be set up for CT Integration. (Labor Allocation Rules, Exchange Rates, Cost Object Permissions)



What does regoSync do?

regoSync automates the publishing of plan data to Cost Transparency and can be scheduled to run multiple times a day. This takes the manual task off the Admins and provides Cost Transparency users with the most up to date plan numbers in reports.

regoSync allows plans to be published to any period. It can be configured to not overwrite previous plans and give a true view of how the forecast accuracy has changed over time.

regoSync automates bringing transformed data back into IT Planning. This transformed data can be loaded as External Items and not impact any of the End User updates that have been made.



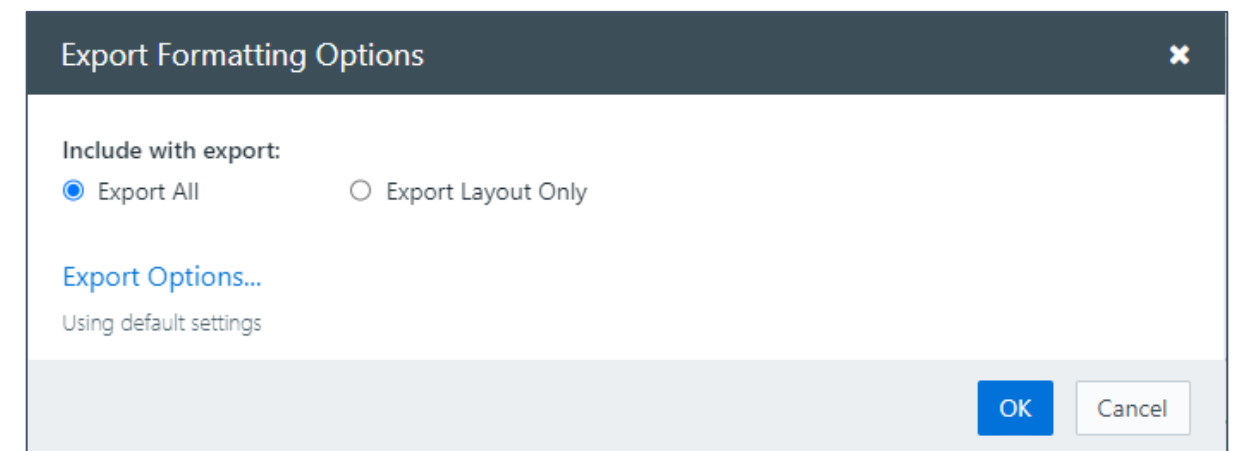
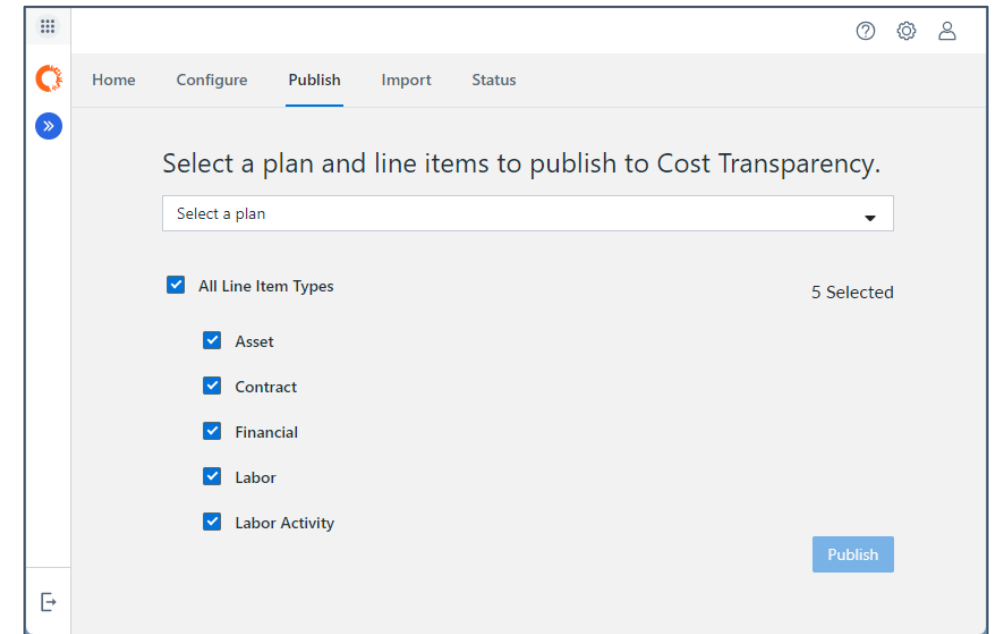
- More automated Planning process.
- Better Forecast reporting in Cost Transparency
- More accurate planning calculations.

regoSync

Use Cases

Schedule publishing of Plan Data to Cost Transparency

- Schedule publishing of **Budget or Forecast** to CT
 - **Publish Any Tab**
 - **Publish All Data or Saved Layout**



Import Data from other source systems into IT Planning

- **Import Labor, Asset or Contract data from other source systems into IT Planning**
 - **Format Data in TBM Studio and schedule Import**

The screenshot displays the TBM Studio interface for managing expenses. The main view is titled 'Expenses' and shows a summary for 'FY2023 July Forecast - RegoSync'. The 'TOTAL HEADCOUNT (AVG): FY2023' is 32, with a target of 0 and a variance of N/A. The 'EXISTING HEADCOUNT (AVG): FY2023' is 6. A modal dialog is open, titled 'Import FY2023 July Forecast - RegoSyn...', with options to 'Replace All Data' or 'Update Data'. The dialog also includes a 'Choose...' button for selecting a file and an 'Import Options...' link. The background table lists various cost centers and employee types, such as 'Apps - Back Office' with roles like 'Sr. Software Engineer' and 'Software Engineer', along with their respective salaries and quantities.

Cost Center	Employee Type	Role	Location	Salary	Quantity	Start Date	End Date	Jan FY2:
Apps - Back Office	External	Pr			1	10/1/21		
Apps - Back Office	Internal	QA			1	1/1/21		
Apps - Back Office	Internal	So			1	1/1/21		
Apps - Back Office	Internal	So			1	1/1/21		
Apps - Back Office	Internal	Sr. Software Engineer	Chicago, IL	USD	100,000	6/1/20		
Apps - Back Office	Internal	Software Engineer	Chicago, IL	USD	90,000	10/1/20		
Apps - Back Office	Internal	QA Engineer	Chicago, IL	USD	70,000	1/1/21		
Apps - Back Office	External	System Engineer	Chicago, IL	USD	108,000	10/1/21		
Apps - Back Office	Internal	Sr. QA Engineer	Chicago, IL	USD	90,000	1/1/21		
Apps - Back Office	Internal	Business Analyst	Chicago, IL	USD	90,000	3/1/20		
TOTAL				USD	16,490,000			

Perform calculations that ITP cannot handle

- Publish data to CT, perform calculations that ITP cannot handle and import line items back into ITP
 - **26 Pay Period calculation**
 - **401k Contribution Limits**
 - **HSA Benefits**

FY2023 July Forecast - RegoSync Forecast: New

Expenses

Department: All Departments Project: All Projects Range: FY23 - FY25

Summary Labor Labor Activity Contracts Assets Other

OPEX TOTAL: FY2023 **\$15.69M**

CAPEX TOTAL: FY2023 **\$30**

Layout

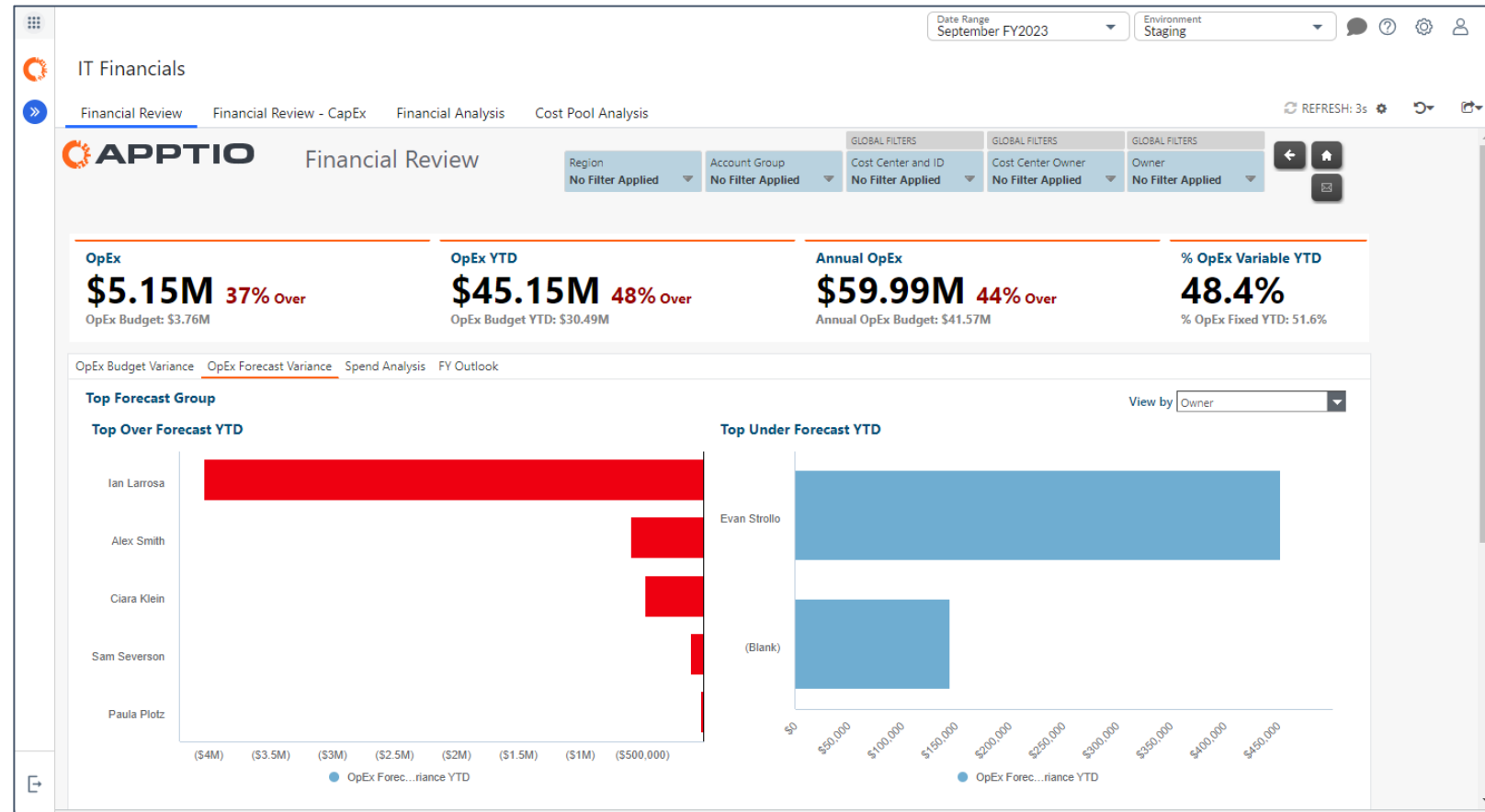
	Cost Center	Project	Account	Vendor	Description	Comment	Jan
	Apps - Back Office		Business Software	Hyperion			
	Apps - Back Office		Business Software	Atlassian			
	Apps - Back Office		Business Software	Microsoft			
	Apps - Back Office		Software as a Service	Workday			
	Apps - Back Office		Business Software	Cognos			
	Apps - Back Office		Business Software	Paragon Software			
	Apps - Back Office		Consulting Services		Consulting Services		
	Apps - Back Office		Server Equipment & Supplie		Server Equipment & Supplies		
	Apps - Back Office		Business Software		Business Software		
	Apps - Back Office		Employee Training & Develc		Training		
	TOTAL						0 0

Set Filters Actions

- Import External Financials...
- Import Financials...
- Export Financials...
- Delete All External Financials...
- Export Financials Template...
- Adjust Amounts...

Publish Forecasts to Any Period

- **Publish Plan Data to periods other than P1**
 - **Publish Forecasts to different Periods**
 - **Get a true Forecast to Actuals variance**



Publish Cost Object Permissions to Row Level Security

- **Publish Cost Object Permissions to Row Level Security**
 - **Update Permissions in one place**
 - **Schedule publish to Row Level Security**

Cost Object Permissions

Permissions Departments

View: Hierarchy List

Cost Object	User Name	Edit Level	Can View Sensitive Columns	Can View Sensitive Financials
CC-200 - Apps - Back Office		Edit & Submit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-210 - Apps - Line of Business		Edit & Submit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-220 - Apps - Sales & Ops		Edit & Submit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-320 - Data Center Ops		View Only	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-330 - Network Services		View Only	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-340 - Enterprise Compute & Storage		View Only	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-350 - Service Desk		View Only	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-360 - Field Support - NA		View Only	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CC-365 - Collaboration & Communication		Edit & Submit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
I&O - infra & Ops		Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



Home Project Build

Date Range Environment: In Development

Project Explorer

Tables

Search

Cost Object Permissions

Row Level Security Demo

Steps

Table

Final processed table

Cost Object	Cost Object Name	Edit Level	User	Can View Sensitive Columns	Can View Sensitive Financials
CC-200	Apps - Back Office	Edit & Submit		true	true
CC-210	Apps - Line of Business	Edit & Submit		true	true
CC-220	Apps - Sales & Ops	Edit & Submit		true	true
CC-320	Data Center Ops	View Only		true	true
CC-330	Network Services	View Only		true	true
CC-340	Enterprise Compute & Storage	View Only		true	true
CC-350	Service Desk	View Only		true	true
CC-360	Field Support - NA	View Only		true	true
CC-365	Collaboration & Communication	Edit & Submit		true	true
I&O	Infra & Ops	Owner		true	true

Total

Cost Object Permissions x

Benefits

- ✓ More **automated** planning process.
- ✓ Cost Transparency reports updated without manual intervention.
- ✓ True reflection of forecast accuracy over time.
- ✓ More robust and accurate calculations.

Questions?



Surveys

Please take a few moments to fill out the class survey.
Your feedback is extremely important for future events.



Thank You For Attending Rego University

Instructions for PMI credits

- Access your account at pmi.org
- Click on **Certifications**
- Click on **Maintain My Certification**
- Click on **Visit CCR's** button under the **Report PDU's**
- Click on **Report PDU's**
- Click on **Course or Training**
- Class Provider = **Rego Consulting**
- Class Name = **regoUniversity**
- Course **Description**
- Date Started = **Today's Date**
- Date Completed = **Today's Date**
- Hours Completed = **1 PDU per hour of class time**
- Training classes = **Technical**
- Click on **I agree** and **Submit**



Let us know how we can improve!
Don't forget to fill out the class survey.



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