

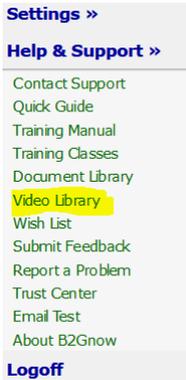
How to Access B2G Training: Recorded Sessions

Method 1:

1. Go to the B2G website: <https://lawa.diversitycompliance.com/?TN=lawa> and login.
2. Select the “Help & Support >>” option on the left side of the screen.



3. Select the “Video Library” from the options that appear.



4. There are 2 recommended training classes:

- Introduction to the System
- Contract Compliance Reporting



Video Library

Document Library **Video Library** Training Classes Wish List

Select a category: **All Categories** New Only

Core Training - Vendor

Contract Compliance Reporting	Complete step-by-step instructions for responding to Contract Audits and Discrepancy notices.
Hire Module	Overview of the Hire module for vendors.
Introduction to the System	System Navigation and Vendor Profile.
Online Certification Application	How to use the system to submit a paperless online certification application.
Sales Reporting	Complete step-by-step instructions for completing and submitting sales reports.
Utilization Plans - Vendor	Complete step-by-step instructions for completing and submitting utilization plans.
Vendor Registration/Prequalification	Learn how to access and complete Vendor Registration forms.

[Customer Support](#)

Copyright © 2022 B2Gnow. All rights reserved.

[H](#)

Method 2:

1. Go to the B2G website: <https://lawa.diversitycompliance.com/?TN=lawa> and login.
2. In the top right corner of the homepage, there is a section called "Key Actions". Select "Watch a Training Video".

The screenshot shows the B2G dashboard with the following sections:

- Contract:** Total 1, Open 1.
- Contract Audits:**

	Total	< 90 days	> 90 days
Total Audits	30	2	28
Incomplete Audits	27	2	25
Past Due Audits	26	1	25
Audit Discrepancies	1	0	1
- Key Actions:**
 - Take a Training Class
 - Watch a Training Video
 - Activate Enhanced Account Security
- Alerts:** No Activated Alerts. [View Pending Alerts.](#)
- Configure:**
 - Change Your Password
 - Activate Enhanced Account Security
 - Edit Your User Account Settings
 - View Vote & Post to the Wish List
 - Business Info
 - Profile Setup
 - List/Add Users
 - Main Contacts
 - Commodity Codes
 - EEO/Workforce Comp.

3. There are 2 recommended training classes:
 - Introduction to the System
 - Contract Compliance Reporting

The screenshot shows the Video Library page with the following content:

- Navigation: Document Library, **Video Library**, Training Classes, Wish List
- Select a category: **All Categories**
- Search button and New Only
- Core Training - Vendor**
 - Contract Compliance Reporting**: Complete step-by-step instructions for responding to Contract Audits and Discrepancy notices.
 - Hire Module**: Overview of the Hire module for vendors.
 - Introduction to the System**: System Navigation and Vendor Profile.
 - Online Certification Application**: How to use the system to submit a paperless online certification application.
 - Sales Reporting**: Complete step-by-step instructions for completing and submitting sales reports.
 - Utilization Plans - Vendor**: Complete step-by-step instructions for completing and submitting utilization plans.
 - Vendor Registration/Prequalification**: Learn how to access and complete Vendor Registration forms.
- Customer Support**: Copyright © 2022 B2Gnow. All rights reserved.