

MnDOT Training Announcement

Due to circumstances surrounding COVID-19, scheduled training events may be postponed or cancelled on short notice. Monitor your email for status updates. Training classes will continue to be scheduled and announced so we are prepared when we return to business as usual.

Course Code: TRFC00007 **Locator:** 0000250045

Course Name: TRAFFIC SIGNAL 101

Office Sponsor: Traffic Engineering

Description: This is a one day introductory traffic signal course designed to enable entry level traffic personnel to acquire a basic knowledge of traffic signals. The course study will be broad and basic. After completion of the course, the student will have an understanding of how/why a signal is installed, what a signal agreement is, and will have a basic understanding of signal plans, operations, and component names. Each participant will receive a course manual

Audience: Anyone interested in traffic signals including State, County, City and Consultant professionals involved in traffic signals.

Details:

<u>Start Date</u>	<u>End Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Location</u>
03/25/2021	03/25/2021	8:00 am	4:00 pm	Web-Based Training

Cost: \$100.00 MnDOT/Government Employees
\$200.00 Non-Government Customers

Objectives: After completion of this course, the student will have an understanding of how/why a signal is installed, what a signal agreement is and will have a basic understanding of signal plans, operations and component names.

Registration Procedure: **MNDOT EMPLOYEES** - Obtain your supervisor's approval, then contact your Training Representative to register for the class. MnDOT employees must include the funding string that will be used to pay for this class when submitting the registration request to the Training Representative. TDS: Submit [Signals 101 online registration form](#), use funding string deposit information on registration form to create Journal Voucher transfer, enter JV number in Pathlore entry.

NON MNDOT EMPLOYEES - Submit [Signals 101 online registration form](#), for registration and billing. Registrations will close on March 11, 2021. Enrollment confirmations will be sent to paid registrants via email. You are not registered until confirmation is received.

Cancellation Procedure: MnDOT Employess: contact your office/district Training Representative as soon as possible - <http://ihub.dot.state.mn.us/training/training-reps.html> Non MnDOT Customers email Kelly Franco. All cancellations must be made 7 calendar days prior to the class start date. Substitutions allowed. Late cancellations and no shows will be charged.

Materials: Class materials will be mailed out to participants who request them at registration. An email will be sent to all registrants with the link to the Microsoft TEAMS meeting and instructions for joining the virtual classroom.

Additional Information: For registration questions: Kelly Franco, 651-234-7060 or kelly.franco@state.mn.us

Cost Content expert: Jerry Kotzenmacher, 651-234-7054 or jerry.kotzenmacher@state.mn.us

Accounting: MnDOT employees shall use source type code 0600 on their timesheets/business expenses for this class.

Compensatory Time: Employees who are subject to overtime should note that all non-assigned training is voluntary and that the total state time is not to exceed the regular scheduled work day.

Individuals who need a reasonable accommodation to participate in this event, please contact Janet Miller, Disability Programs Coordinator, MnDOT Office of Equity and Diversity, 395 John Ireland Boulevard, St. Paul, MN 55155, or send an e-mail to janet.rae.miller@state.mn.us