



Upcoming Training: Southwest Airlines Strategic Travel Partnership

Procurement Services has developed strategic partnerships with key travel providers to benefit University travel for all faculty, staff, and students. Southwest Airlines will be conducting a hybrid training. The first part will focus on a recap of what was previously presented at the August Deep Dive on how to sign up for the program. The second part will focus on how to get set up as a travel manager so that campus users can book for other UW employees.

This presentation will be held in the **Business Building Room 121** on **Tuesday, September 27th, 2022** from **1pm-2pm**. Users may also access this training via Microsoft Teams by following this meeting link: [Click here to join the meeting](#). Meeting ID: 282 801 450 819, Passcode: PWCWFa. Audio is available via computer or by phone at 1-469-225-9366, Conference ID 968 906 569#.

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