Xerox Printer Series Training Quick Guide

Login to the **ACES Portal** https://alamoaces.alamo.edu, once there under the **Employee Tab** go to the AlamoTalent section and select **Click here to enter AlamoTalent**	Click here to enter AlamoTalent FAQ's for AlamoTalent AlamoTalent's Website
In the upper right hand corner you will see a search box. Begin typing in **Xerox** and related materials will display. Select the appropriate link for the Xerox 36xx, 59xx, or 78xx series.	xero **Training** Xerox training for the 59XX Series Xerox training for the 78XX Series
You will need to Request the training to access through your Transcript.	**Training Details** **Xerox training for the 78XX Series** Material . DST HR Organizational Learning (0) **Request** **Assign** Xerox Technical Self Paced Training
You will now see the training you selected on your transcript. Select **Launch** to begin the self-paced course. The course will open in a new window. *If you select Xerox training for the 36xx series you will need to enter your name at the Xerox portal to enter the site.	**Xerox training for the 78XX Series** Due: No Due Date Status: Registered Launch
When done with the training you have to select complete manually to properly record to transcript. You can do this by selecting the menu drop down next to **Launch** and selecting **Complete**.	**Xerox training for the 78XX Series** Due: No Due Date Status: Registered Launch Launch Complete View Training Details