



# WREGIS USER TRAINING

## Tentative Agenda



### **WREGIS Overview**

#### **Getting Started in WREGIS**

System Requirements  
WREGIS Home Page/Website  
WREGIS User Functions Overview  
New Account Registration  
Logins & Passwords  
Customizing “My Account” view

#### **Sub-Accounts & Generating Unit**

##### **Registration**

Adding Sub-Accounts  
Registering Generating Units  
Managing Generating Unit Information

#### **Managing and Validating Eligibility Programs**

Uploading Eligibility Information  
Direct Entry into WREGIS

#### **Current Period Generation Data Reporting & Approval**

Uploading Pre-Formatted File  
Self Reporting  
Approval/Dispute Process

### **Certificate Creation and Issuance**

Timeline  
Quiet Period  
Certificate Creation & Deposit  
Viewing Certificate Information

#### **Certificate Transfers**

To a Account Holder (Counter Party)  
To a Sub-Account  
One – Time Transfers  
Recurring Transfers  
    -Forward Transfers  
    -Standing Orders  
Viewing/Editing Recurring Certificate Transfers

#### **Prior Period Reporting and Adjustments**

Reporting Generation Data for a Prior Period  
Prior Period Adjustments Timeline  
Entering/Approving Prior Period Adjustments

#### **WREGIS Reports & WREGIS Fees**

Public User Reports  
Private User Reports  
Fees

#### **WREGIS Training Wrap-up**

Resources Available  
Review Expectations and Objectives