Account Management for Administrative Users Approximate Video Length – 30 minutes	
Topic	**Approx. Time**
Introduction & Training Objectives	0:05
Registration Recap	1:20
Signing Official (SO) / Account Administrator (AA) Responsibilities	2:00
Institution Profile (IPF)	2:55
Institution Name	
Institution Contact Information	
About the Institution	
Indirect Cost Negotiations	
Signing Officials	
Institution Address	
eRA Commons User Accounts/Roles	10:35
Administrative Roles	
Scientific (Programmatic) Roles	
Account Management Module (AMM; formerly AMS)	16:35
Demonstration – Search, Create, & Modify Accounts using AMM (Using the Signing Official Account)	18:00