

# W.C.J.I.N. BASIC TERMINAL OPERATOR TRAINING

December 12-14, 2011

(24 P.O.S.T. Credit Hours)

The primary objective of this class is to fulfill NCIC training requirements of training agency personnel for full access to all NCIC, NLETS, and WCJIN files/interfaces.

This course is designed for full time dispatch personnel who are responsible for conducting all transaction types for the agency via the WCJIN System.

The course will cover:

- A thorough overview of NCIC, NLETS and WCJIN policies and procedures
- A thorough review of information sources available to criminal justice agencies
- Terminal usage procedures and inquiry requirements
- Requirements and procedures for entering and maintaining records in the various NCIC files

Attendees are required to take a test at the conclusion of this course to display their competence in system usage and policy/procedure requirements. Individuals passing the test then receive a logon identification for accessing the system and a full access terminal operator license.

**NOTE: Attendance of the Communications Basic Course does not automatically enroll you in this class. You must submit separate applications for the Basic Course and for this course.**

**Application deadline:** November 4, 2011

**Confirmation date:** November 11, 2011

**Registration fees:** Wyoming Law Enforcement - \$150.00

Other - \$188.00

Submit Application Form [#SS-2](#).