

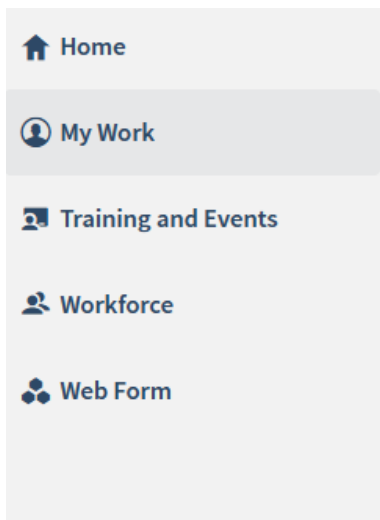
Acadis Portal Training for TACs

As a TAC, you will have access to more in the Acadis Portal than typical end users. You will be able to register others for classes and view a list of your personnel (Workforce) and their certifications.

When you log in, you will still see your profile with any in-progress training, a list of your certifications, and upcoming training.

Personnel

Your menu on the left side will have a Workforce option, which is not available to the regular end user.



By clicking on Workforce, you will get a sub-menu of options. To view the staff on your roster, you can click on Personnel.



ACADIS Wisconsin Department of Justice - Training & Standards Bureau

Search available training...

Workforce Personnel (35) Filters Export All Employees

By default, only active personnel are displayed. [Show all personnel](#)

Name	Credential ID	Organization	Title/Rank	Employment Type / Appointment Type	Last Hired	Supervisor	Employment Status
Akselrud, Michael	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee Full Time	02/15/2018		Active (Active)
Bowles, Kelly M	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	11/09/2025	Smith, Brandon P	Active (Active)
Brandner, Benjamin	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	09/27/2021	Schuh, Katie R	Active (Active)
Brogan, Carol A	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	05/18/2011		Active (Active)
Christensen, Kent E	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	06/05/2013		Active (Active)
Christenson, Montana J	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee N/A	06/12/2023		Active (Active)
Cook, Sarah M	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	09/13/2021	Schuh, Katie R	Active (Active)
Devereaux-Weber, Joannette D	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	10/01/2012		Active (Active)
Gainey, Patrick A	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	06/05/2013		Active (Active)
Garske, Jennifer T	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	03/26/2023	Nowlan, Andrew M	Active (Active)
Green, Linda F	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	05/18/2011		Active (Active)
Hoefs, Amber L	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee N/A	06/24/2014		Active (Active)
Ibarra, Lori L	[Redacted]	WisDOJ Crime Information Bureau	Civilian Employee	Civilian Employee	05/19/2023	Kalinoski, Brian T	Active (Active)

You can choose to filter your personnel if you wish.

Filter Personnel

Personnel will be limited to those matching all of the criteria provided below.

[Clear All Filters](#)

Name

Credential ID

Employing Organization

Title/Rank

Supervisor

Employment Type

Appointment Type

Employment Status

Personnel Details

To view the profile of any member of your staff, clicking on their name will take you to their personnel profile. Their personnel profile will include personal details, training in progress, concluded training, certifications, training history and a list of upcoming training.

Personnel Profile

Devereaux-Weber, Jeanette D



Credential ID

Mailing Address

Primary Phone

Primary Email

j.devereauxweber@wisdoj.gov

Emergency Contact

Training In Progress

Assigned tests and online content will appear when available and remain until completed.

[View Concluded Online Training](#)



WI DOJ CIB Training - eTIME Online Training
CIB Module 1
1 of 5
Due 02/20/2026



WI DOJ CIB Training - eTIME Online Training
CIB Module 1 Test
Required



WI DOJ CIB Training - eTIME Online Training
CIB Module 2 Test
Required



WI DOJ CIB Training - eTIME Online Training
CIB Module 3
Required



WI DOJ CIB Training - eTIME Online Training
CIB Module 5 Test
Required

more ▾

Back

Personnel > Personnel Record

Concluded Online Training for Devereaux-Weber, Jeanette D

All concluded training for this person is displayed. Other training events with assigned tests or current training are listed under [Training In Progress](#).



WI DOJ CIB Training - Module 1 TIME Introduction
CIB Module 1 TIME Introduction 2026
Completed 02/10/2026



WI DOJ CIB Training - Module 2 Person and Vehicle
Query
CIB Module 2 Person and Vehicle 2026
Completed 02/11/2026



WI DOJ CIB Training - LASO (Local Agency Security
Officer)
CIB LASO 2026
Completed 02/11/2026



WI DOJ CIB Training - Module 1 TIME Introduction
CIB Module 1 TIME Introduction 2026
Completed 02/13/2026



WI DOJ CIB Training - Module 2 Person and Vehicle
Query
CIB Module 2 Person and Vehicle 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 3 Criminal History
Query
CIB Module 3 Criminal History Query 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 4 Hit Confirmation
CIB Module 4 Hit Confirmation Process 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 5 NCIC Property Files
CIB Module 5 NCIC Property Files 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 6 Administrative
Messages
CIB Module 6 Administrative Messages 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 7 Advisory
Messages
CIB Module 7 Advisory Messages 2026
Completed 02/16/2026



WI DOJ CIB Training - Module 8 Additional NCIC and
NLETS Files
CIB Module 8 Additional NCIC & Nlets Files 2026
Completed 02/16/2026



WI DOJ CIB Training - Security Awareness Full
CIB Security Awareness Full 2026
Completed 02/16/2026

Certifications

Name ▲	Type	Issue Date	Expiration	Status
Additional NCIC and NLETS Files - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
Administrative Messages - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
Advisory Messages - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
Criminal History Query - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
eTIME Operator - TIME	TIME Certification	02/17/2026	Never	● Active (Active)
Hit Confirmation - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
Local Agency Security Officer (LASO) - TIME	TIME Certification	02/11/2026	02/17/2027	● Active (Active)
NCIC Property Files - TIME	TIME Certification	02/16/2026	02/16/2028	● Active (Active)
Person and Vehicle Query - TIME	TIME Certification	02/11/2026	02/16/2028	● Active (Active)
Security Awareness - TIME	TIME Certification	02/16/2026	02/16/2027	● Active (Active)
TIME Intro - TIME	TIME Certification	02/10/2026	02/13/2028	● Active (Active)

Employment

Organization	Employment Type / Appointment Type	Supervisor	Last Hired
WisDOJ Crime Information Bureau Civilian Employee Active	Civilian Employee / No appointment type		10/01/2012

Clicking on any of the 4 buttons with listed hours will display a list of the employee's assigned and completed trainings, which includes scores for the completed training.

Training History View By: Fiscal Year Calendar Year Reports

Training History

3.08 Hours
Upcoming, Ongoing & Unconfirmed

17.08 Hours
Current Calendar Year
01/01/2026 - 12/31/2026

0 Hours
Previous Calendar Year
01/01/2025 - 12/31/2025

17.08 Hours
All Completed Training

UPCOMING, ONGOING & UNCONFIRMED
All training that has not been completed or requires approval is displayed.

Training	Start Date	End Date		Hours	Training Category	Student Status	
WI DOJ CIB Training - eTIME Online Training	02/18/2026			3h 5m	CIB TIME System	Assigned	Remove

Showing 1

A Training History report is available by clicking on the 3 vertical dots next to Reports.

Training History Report

Wisconsin Law Enforcement Standards Board
WI DOJ - Training and Standards Bureau

Reported by *Acadis® Readiness Suite* 02/18/2026

For: **Devereaux-Weber, Jeanette D**
Credential ID XXXXXXXXXX

Devereaux-Weber, Jeanette D

Certifications

Name	Issued	Expiration	Status
Additional NCIC and NLETS Files - TIME	02/16/2026	02/16/2028	Active (Active)
Administrative Messages - TIME	02/16/2026	02/16/2028	Active (Active)
Advisory Messages - TIME	02/16/2026	02/16/2028	Active (Active)
Criminal History Query - TIME	02/16/2026	02/16/2028	Active (Active)
eTIME Operator - TIME	02/17/2026	Never Expires	Active (Active)
Hit Confirmation - TIME	02/16/2026	02/16/2028	Active (Active)
Local Agency Security Officer (LASO) - TIME	02/11/2026	02/17/2027	Active (Active)
NCIC Property Files - TIME	02/16/2026	02/16/2028	Active (Active)
Person and Vehicle Query - TIME	02/11/2026	02/16/2028	Active (Active)
Security Awareness - TIME	02/16/2026	02/16/2027	Active (Active)
TIME Intro - TIME	02/10/2026	02/13/2028	Active (Active)

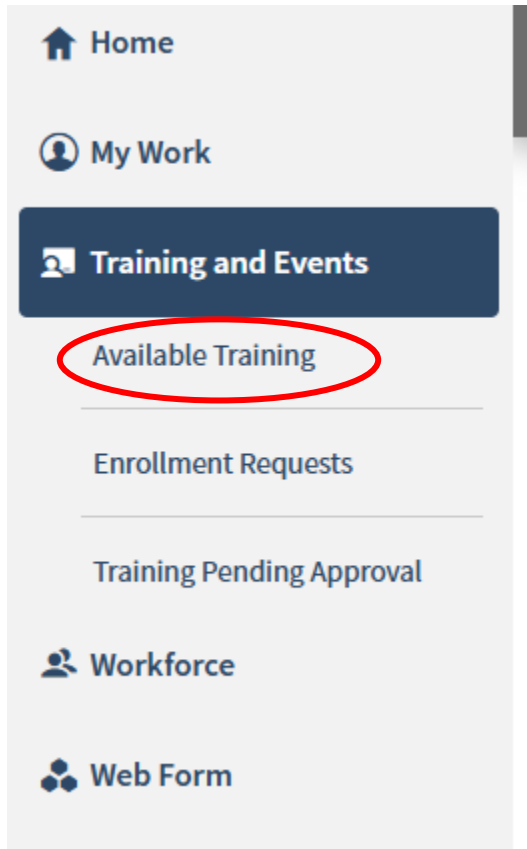
Training

Upcoming, Ongoing, & Unconfirmed

Course/Title (Course No.)	Training Dates	Grade	Status	Training Category	Hours
WI DOJ CIB Training - eTIME Online Training	02/18/2026		Assigned	CIB TIME System	3h 5m
Total Hours					(3h 5m)

Assigning In-Person Training

To assign training to yourself or others, click on the Training and Events option and then “Available Training” in the menu.



This will show all available Acadis training.



Training and Events						
Available Training Filters						
All published current and future training matching filter criteria is displayed.						
Training				Registration		
Event ▲ / Location	Dates	Hours	Dates	Open Seats	Status	
E-Learning - 2025 Spring Legal Update Online		2h 0m	04/14/2025		● Open	Take Training ⋮
E-Learning - 6th Pillar: Officer Wellness in the 21st Century Online		2h 0m	11/11/2020		● Open	Take Training ⋮
E-Learning - After the Bang - Managing Officer Wellness Online		1h 15m	02/03/2023		● Open	Take Training ⋮
E-Learning - Better Policing: LGBTQ Community Overview Part 1 Online		2h 0m	04/12/2021		● Open	Take Training ⋮
E-Learning - Better Policing: LGBTQ Community Overview Part 2 Online		2h 0m	06/10/2021		● Open	Take Training ⋮
E-Learning - Calm is Courageous Online		2h 0m	11/04/2021		● Open	Take Training ⋮
E-Learning - Crisis Negotiation with Domestic Violence Subjects Online		2h 0m	12/14/2020		● Open	Take Training ⋮
E-Learning - DCI Child Abduction Response Team (CART) Online		0h 45m	03/03/2023		● Open	Take Training ⋮
E-Learning - DCI Missing Person Alert Training Online		0h 40m	07/20/2022		● Open	Take Training ⋮
E-Learning - DNA Needed Flag - Updates on Lawfully Owed DNA Online		2h 0m	08/25/2024		● Open	Take Training ⋮
E-Learning - Domestic Violence -The Forgotten Frontier Online		2h 0m	08/04/2022		● Open	Take Training ⋮
E-Learning - Drug Endangered Children in a Rural Environment Online		2h 0m	03/30/2021		● Open	Take Training ⋮

To narrow the list down, use the filter to view only WI DOJ CIB Training.

Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword

Program

Registration Status

Training Delivery

Location

Training Date Display training available within the specified date ranges.

Within 30 Days

30 to 90 Days

90 to 180 Days

180 Days to 1 Year

More than 1 Year

Cancel | Clear All Filters Apply

The list below is not all inclusive (for testing purposes). All training (both in person and module based) will be listed here. If necessary, you can add another filter to search for a specific class or module.

- Home
- My Work
- Training and Events**
 - Available Training
 - Enrollment Requests
 - Training Pending Approval
- Workforce
- Web Form

Available Training								Filters	Clear Filters
Program = WI DOJ CIB Training x									
All published current and future training matching filter criteria is displayed.									
Training				Registration					
Event / Location	Dates	Times	Hours	Dates	Open Seats	Status			
WI DOJ CIB Training - Advanced Project 2026	01/01/2026 - 01/01/2026		4h 0m	12/31/2025 - 01/01/2027	996	● Open	Register		
WI DOJ CIB Training - Advanced Recertification Online			1h 0m	02/18/2026 - 02/19/2026		● Open	Take Training Assign to Me Assign to Personnel		
WI DOJ CIB Training - Advanced TIME System Online Training Online			3h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD Minocqua Police Department	11/11/2026 - 11/12/2026		11h 0m	11/11/2025 - 11/08/2026	22	● Open	Register		
WI DOJ CIB Training - Basic Recertification Online			1h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - Module 1 TIME Introduction Online			1h 0m	02/18/2026 - 02/20/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - Module 2 Person and Vehicle Query Online			1h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - Module 3 Criminal History Query Online			1h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - Module 4 Hit Confirmation Online			1h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel		
WI DOJ CIB Training - TIME Agency Coordinator (Training 10/13/26 Columbia County Sheriff's Office Columbia County Sheriff's Office	10/13/2026 - 10/13/2026	08:30 AM - 04:00 PM	6h 30m	10/13/2025 - 10/11/2026	30	● Open	Register		

Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword

Program

Registration Status

Training Delivery Online Classroom

Location

Training Date Display training available within the specified date ranges.

Within 30 Days

30 to 90 Days

90 to 180 Days

180 Days to 1 Year

More than 1 Year

Cancel | Clear All Filters

Training and Events						
Available Training						
Keyword = advanced		Program = WI DOJ CIB Training		Filters		Clear Filters
All published current and future training matching filter criteria is displayed.						
Event / Location	Dates	Times	Hours	Registration Dates	Open Seats	Status
WI DOJ CIB Training - Advanced Project 2026	01/01/2026 - 01/01/2026		4h 0m	12/31/2025 - 01/01/2027	996	Open Register
WI DOJ CIB Training - Advanced Recertification Online			1h 0m	02/18/2026 - 02/19/2026		Open Take Training
WI DOJ CIB Training - Advanced TIME System Online Training Online			3h 0m	02/18/2026 - 02/19/2026		Open Assign to Personnel
WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD Minocqua Police Department	11/11/2026 - 11/12/2026		11h 0m	11/11/2025 - 11/08/2026	22	Open Register

Find the class you want to register a user for, click on the register button for in-person classes or “assign to personnel” for module-based training. If it is a training that you need to take yourself, you can choose “Take Training” or there are options to “assign to me” or “assign to personnel.”

When you click on Register for In-Person classes, you will be given the option of either typing in the name of a staff member from your agency, or you can click on the button to “select from personnel roster” which will allow you to mark check boxes for multiple individuals.

Training Event > WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD

Request Enrollment

Please supply the following information to request enrollment. All students who request enrollment will be automatically enrolled. The Privacy Act of 1974 may apply to this form. [Additional Details](#)

STUDENT INFORMATION

Class WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD

* Student Select from personnel roster

Available to Register

- Akselrud, Michael (8622-2582)
- Bowles, Kelly M (8425-3162)
- Brandner, Benjamin (6724-3305)
- Brogan, Carol A (4082-4781)
- Christensen, Kent E (4144-7488)
- Christenson, Montana J (7552-3095)

* Required Information

[Cancel](#) | [Finish Later](#) | [Submit & Request Another](#) | [Submit Request](#)

Individual enrollment will bring up an enrollment request with the student’s information. If you have selected the correct student and don’t have anyone else to register, then you can just “Submit Request.” If you would like to register another student right away, you can click “Submit & Request Another.”

Training Event - WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD

Request Enrollment

Please supply the following information to request enrollment. All students who request enrollment will be automatically enrolled. The Privacy Act of 1974 may apply to this form. [Additional Details](#)

STUDENT INFORMATION

Class WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD ⓘ

* Student Brandner, Benjamin [redacted] x Select from personnel roster

Sending Organization WisDOJ Crime Information Bureau (primary) ▾

Student Supervisor Schuh, Katie R

ENROLLMENT PREREQUISITES

None Specified

CONTACT INFORMATION

Please enter or update information below that will be used to contact the student or their emergency contact.

Student Primary Email brandnerb@doj.state.wi.us (change)

Student Mailing Address Select an address type... ▾

[My physical address is different than my mailing address](#)

Emergency Contact Name

Relationship

more ▾

* Required Information Cancel | Finish Later | **Submit & Request Another** | **Submit Request**

To enroll multiple students at one time, you can choose the option to “Select from Personnel Roster.”

Class WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD ⓘ

* Student Select from personnel roster

Training Event > WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD

Request Enrollment from Personnel Roster

Please supply the following information to request enrollment. All students who request enrollment will be automatically enrolled. The Privacy Act of 1974 may apply to this form. [Additional Details](#)

Class Name WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD

Available Seats 21

PERSONNEL AVAILABLE FOR ENROLLMENT REQUESTS

Select personnel for whom you want to request enrollment. An enrollment request can be made for anyone who is not enrolled, pending request, or on the waitlist.

<input type="checkbox"/>	Name ▲	Credential ID	Title / Rank	Employment Type / Appointment Type	Last Hired	Supervisor	Employment Status
<input type="checkbox"/>	Akselrud, Michael	[REDACTED]	Civilian Employee	Civilian Employee Full Time	02/15/2018		Active (Active)
<input type="checkbox"/>	Bowles, Kelly M	[REDACTED]	Civilian Employee	Civilian Employee	11/09/2025	Smith, Brandon P	Active (Active)
<input type="checkbox"/>	Brogan, Carol A	[REDACTED]	Civilian Employee	Civilian Employee	05/18/2011		Active (Active)
<input checked="" type="checkbox"/>	Christensen, Kent E	[REDACTED]	Civilian Employee	Civilian Employee	06/05/2013		Active (Active)
<input type="checkbox"/>	Christenson, Montana J	[REDACTED]	Civilian Employee	Civilian Employee N/A	06/12/2023		Active (Active)
<input checked="" type="checkbox"/>	Devereaux-Weber, Jeanette D	[REDACTED]	Civilian Employee	Civilian Employee	10/01/2012		Active (Active)
<input checked="" type="checkbox"/>	Gainey, Patrick A	[REDACTED]	Civilian Employee	Civilian Employee	06/05/2013		Active (Active)
<input checked="" type="checkbox"/>	Garske, Jennifer T	[REDACTED]	Civilian Employee	Civilian Employee	03/26/2023	Nowlan, Andrew M	Active (Active)
<input checked="" type="checkbox"/>	Green, Linda F	[REDACTED]	Civilian Employee	Civilian Employee	05/18/2011		Active (Active)
<input checked="" type="checkbox"/>	Hoefs, Amber L	[REDACTED]	Civilian Employee	Civilian Employee N/A	06/24/2014		Active (Active)
<input type="checkbox"/>	Ibarra, Lori L	[REDACTED]	Civilian Employee	Civilian Employee N/A	05/19/2023	Kalinowski, Brian T	Active (Active)
<input type="checkbox"/>	Kalinowski, Brian T	[REDACTED]	Civilian Employee	more ▼ ilian Employee	07/19/2021	Rollo, Bradley R	

Showing 1 - 25 of 32 (change) 6 selected for 21 available seats

[Cancel](#) [Submit Request\(s\)](#)

After you have selected the appropriate personnel, you can click “Submit Request(s).”

To ensure the requests went through, you can view the Enrollment Requests from the left-side menu.

- Home
- My Work
- Training and Events**
 - Available Training
 - Enrollment Requests**
 - Training Pending Approval
- Workforce
- Web Form

Training and Events

Enrollment Requests

Date	Class Name	Requester	Request Date	Status	Action
01/01/2026	WI DOJ CIB Training - Advanced Project 2026	Cook, Sarah M (1501-0371) WisDOJ Crime Information Bureau	01/21/2026 09:00 AM	Enrolled	View Request
01/01/2026	WI DOJ CIB Training - Advanced Project 2026	Thering, Craig D (8594-4847) WisDOJ Crime Information Bureau	01/21/2026 09:06 AM	Enrolled	View Request
01/01/2026	WI DOJ CIB Training - Advanced Project 2026	Woodrum, Matthew E (4512-7275) WisDOJ Crime Information Bureau	01/21/2026 02:47 PM	Enrolled	View Request
03/18/2026	WI DOJ CIB Training - Advanced TIME System Training 3/18/26-3/19/26 Steven's Point PD	Cook, Sarah M (1501-0371) WisDOJ Crime Information Bureau	02/09/2026 12:30 PM	Canceled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Cook, Sarah M (1501-0371) WisDOJ Crime Information Bureau	02/09/2026 01:46 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Woodrum, Matthew E (4512-7275) WisDOJ Crime Information Bureau	02/09/2026 01:47 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Brandner, Benjamin (5724-3305) WisDOJ Crime Information Bureau	02/18/2026 02:03 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Devereaux-Weber, Jeanette D (4737-6962) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Thering, Craig D (8594-4847) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Polachek, Zach D (7470-7531) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Smaby, Megan N (2483-2069) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Virgin, Jennifer M (7706-5003) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request
11/11/2026	WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD	Kelly, Andrew J (5685-1412) WisDOJ Crime Information Bureau	02/18/2026 02:21 PM	Enrolled	View Request

Users who were registered for the class will receive a notification (like the one below) for any in-person classes for which they are registered.

10

From: Acadis Portal Administrator <wi-acadis@wisdoj.gov>
 Sent: Wednesday, February 18, 2026 2:21 PM
 To: Devereaux-Weber, Jeanette D. <J.DevereauxWeber@wisdoj.gov>
 Subject: Enrollment Notification

EXTERNAL EMAIL: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Congratulations! This email confirms your enrollment for training (see below for specific details). Please verify the information provided below and report any issues to the registrar as soon as possible.

Student Devereaux-Weber, Jeanette D
Class WI DOJ CIB Training - Advanced TIME System Training 11/11/26-11/12/26 Minocqua PD (11/11/2026 - 11/12/2026)
Status Enrolled

This email is intended solely for the use of the individual to whom it is addressed and may contain information that is privileged, confidential or otherwise exempt from disclosure. If the reader of this email is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited.

Assigning Module Training

Please note that different certifications have been “bundled” together for ease of registering users. eTIME, MDC, Basic and Advanced each have all appropriate modules contained in that one event, so the TAC will only have to register a user one time for those certifications.

Training		Registration				
Event ▲ / Location	Dates	Hours	Dates	Open Seats	Status	
WI DOJ CIB Training - Advanced TIME System Online Training Online		3h 0m	02/18/2026 - 02/19/2026		● Open	Assign to Personnel
WI DOJ CIB Training - Basic TIME System Online Training Online		8h 0m	02/18/2026 - 02/19/2026		● Open	Take Training ⋮
WI DOJ CIB Training - eTIME Online Training Online		3h 5m	02/18/2026 - 02/19/2026		● Open	Launch ⋮
WI DOJ CIB Training - MDC Online Training Online		6h 0m	02/18/2026 - 02/19/2026		● Open	Continue ⋮

Showing 4

Users will have to complete the content of each of the modules within the event, then pass the test of each module before they can move onto the next one. The user will not receive their certification until all modules have been completed within that event. Notice that for bundled events, it will show up with the number of modules listed in the event. (In the example below, 1 of 5 for eTIME modules 1, 2, 3, 5 and the operator agreement).

Personnel Profile
Kelly, Andrew J

Credential ID
 [Redacted]

Primary Phone
 -


Emergency Contact
 -

Mailing Address
 -


Primary Email
 Andrew.Kelly@wisdoj.gov

Training in Progress View Concluded Online Training


Assigned tests and online content will appear when available and remain until completed.




WI DOJ CIB Training - eTIME Online Training
 CIB Module 1
 1 of 5
 Due 02/20/2026




WI DOJ CIB Training - eTIME Online Agreement
 CIB eTIME Online Agreement 2026




WI DOJ CIB Training - eTIME Online Training
 CIB Module 1 Test
 Required



WI DOJ CIB Training - eTIME Online Training
 CIB Module 2 Test
 Required



WI DOJ CIB Training - eTIME Online Training
 CIB Module 3
 Required



WI DOJ CIB Training - eTIME Online Training
 CIB Module 5 Test
 Required

more ▾

If the individual is registered for individual modules versus the bundled event, they will receive certifications for each module as they complete them.

Please also note that for an Advanced Certification, the user will also need to be signed up for the Advanced Project separately.

For module based training, you will choose “assign to me” or “assign to personnel.”

Training and Events

Available Training Filters Clear Filters

Program = WI DOJ CIB Training ×

All published current and future training matching filter criteria is displayed.

Training		Registration				
Event / Location	Dates	Hours	Dates	Open Seats	Status	
WI DOJ CIB Training - Advanced Recertification Online		1h 0m	02/18/2026 - 02/19/2026		● Open	Take Training
WI DOJ CIB Training - Advanced TIME System Training Minocqua PD Minocqua Police Department	11/11/2026 - 11/12/2026	11h 0m	11/11/2025 - 11/08/2026	24	● Open	Assign to Me Assign to Personnel

If you click “Assign to Personnel,” a list of all your users will appear. You can check on the box to the left of the names and then click the “Assign Students” button at the bottom.

Training and Events > Advanced Recertification

Assign to Personnel

Select assignees from WisDOJ Crime Information Bureau.

<input type="checkbox"/>	Name	Credential ID	SSN	Primary Employer	Supervisor	Title/Rank
<input type="checkbox"/>	Akselrud, Michael	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Bowles, Kelly M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Smith, Brandon P	Civilian Employee
<input checked="" type="checkbox"/>	Brandner, Benjamin	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Schuh, Katie R	Civilian Employee
<input type="checkbox"/>	Brogan, Carol A	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Christensen, Kent E	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Christenson, Montana J	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input checked="" type="checkbox"/>	Cook, Sarah M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Schuh, Katie R	Civilian Employee
<input checked="" type="checkbox"/>	Devereaux-Weber, Jeanette D	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Gainey, Patrick A	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Garske, Jennifer T	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Nowlan, Andrew M	Civilian Employee
<input type="checkbox"/>	Green, Linda F	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Hoefs, Amber L	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Ibarra, Lori L	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Kalinoski, Brian T	Civilian Employee
<input type="checkbox"/>	Kalinoski, Brian T	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Rollo, Bradley R	Civilian Employee
<input checked="" type="checkbox"/>	Kelly, Andrew J	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Thering, Craig D	Civilian Employee
<input type="checkbox"/>	Mitchell, Elizabeth M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Navarro, Ryan J	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Nowlan, Andrew M	Civilian Employee
<input type="checkbox"/>	Nowlan, Andrew M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Peesel, Alexis M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Garske, Jennifer T	Civilian Employee
<input type="checkbox"/>	Polachek, Zach D	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Powers, Adelle K	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau		Civilian Employee
<input type="checkbox"/>	Raines, Chase M	[REDACTED]	[REDACTED]	WisDOJ Crime Information Bureau	Worth, Michael J	Civilian Employee

Cancel **Assign (4) Students**

You can choose to add the training category for the individual’s training, which may help with sorting the type of training in the reports, but it is not required.

Assign Event

Provide additional information as needed.

Training Category

Due Date

Cancel **Assign**

If you do choose to put in the category, the only category available for CIB training is labeled as “CIB TIME System”.

Assign Event

Provide additional information as needed.

Training Category

CIB TIME System

Cancel | Assign & Launch Later **Launch Now**

TACs may also issue a “Due Date” on the training, along with setting a reminder that will notify their staff via email of the upcoming due date.

Assign Event
Provide additional information as needed.


Training Category: CIB TIME System

Due Date: 2/20/2026

Reminder: 1 days before due date, if not complete

For the end user, the due date will show up on their “training in progress” screen and their dashboard by the module name.

Training In Progress
Assigned tests and online content will appear when available and remain until c



WI DOJ CIB Training - eTIME Online Training
CIB Module 1
1 of 5
Due 02/20/2026

Launch

The end user will also receive an automated email notifying them of the training due date.

AA Acadis Administrator <wi-acadis@wisdoj.gov> Thu 2/19/2026 1:00 AM

To: Cook, Sarah M.

EXTERNAL EMAIL: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This is a reminder.


ETIME Online Training is due 02/20/2026. Log in to Wisconsin Department of Justice ~ Training & Standards Bureau to [launch the event](#).

(If this link does not work, copy and paste the following link into a web browser: [If you are assigning someone a training module that they have already taken, you will be given a warning message. You can choose “Do Not Assign” if they really don’t need to take it again or you can click “Assign” to proceed with the registration.](https://secure-web.cisco.com/1UadkVluy_t17a3qrdtGaaw61fKj_shlx5EDPQhW5ehNg-PdTY9J4IZHhr-ajWNesOihe8M_0sJGo3D2iaRgcGfrnsEYx4Z6aWl8ilgsoMBZ1uHr1BwEmkpQrWkSa_-pZ-0g9Ev4NzQ_JROsJnLrDtdYArMDxy464IQpRD_bIQJ5jd50h8MOweC6VXEeZeCj-kAqQ9AKlxlpir7ICMTJY_uftLi3JVjiiOQvfh1zV6aJ-sgWu2bx1w7Q6yLUMhixgpvviBUxb58nsRRLBU2ih3EwGbp1xr9c5Uq7adPhfkfrWd6xm6S8zIRb5bEOKAIOEGMKiiY1_t5YrCtKx5PijjBm3Gwg4DJ2yKMHfjYxYfWsgJUMNJQWNT0c9jXRtSR949Vp-gs38mYgdz7xm9YyDzm-eXTTfTeTK1efNfOjYbVuVHTVRkFkRohcsjf8gCZHaxGpnh1-ORmxSoN_sVYA/https%3A%2F%2Fwisdojportal.acadisonline.com%2FAcadisViewer%2FPortalHomePage.aspx)</p><p>Please contact your system administrator for issues launching the event.</p><p><small>This email is intended solely for the use of the individual to whom it is addressed and may contain information that is privileged, confidential or otherwise exempt from disclosure. If the reader of this email is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you've received this communication in error, please notify the application account administrator immediately.</small></p></div><div data-bbox=)

Assign Event
Provide additional information as needed.

Training Category

Due Date **CIB TIME System**

 The following are already assigned to this online event. Please click the "Do Not Assign" link next to assignee names to prevent duplicate assignments. All others will be assigned.


Name ▲	Credential ID	SSN	Assigned	Completed	Training Category	Pass / Fail	
Cook, Sarah M	[REDACTED]	[REDACTED]	02/16/2026	02/16/2026	CIB TIME System	Pass	Do Not Assign

[Cancel](#) [Assign](#)

Canceling Training

If there were any errors or you need to cancel the enrollment for any of the personnel, you can do so from the Enrollment Requests. Click on the 3 vertical dots next to the View Request button for that individual and click “Cancel Request.”

You will be required to enter a reason for the cancel request.

 **Existing student enrollment will be deleted**

Kelly, Andrew J is already enrolled for this class. Canceling the request for enrollment includes the following actions (when applicable):

- The Request for Enrollment will be canceled, with a record of cancellation retained
- The Student Enrollment Record and all class information, including any grades, will be deleted

Deleted information cannot be recovered

Please provide a reason for canceling this request.

* Reason

User Cook, Sarah M

* Required Information [Keep this request](#) [Cancel this request](#)

It is also possible to remove the training from the individual’s personnel profile by going to the bottom of the profile under Upcoming, Ongoing & Unconfirmed and clicking on the “remove” button next to the training.


UPCOMING, ONGOING & UNCONFIRMED

All training that has not been completed or requires approval is displayed.

Training	Start Date	End Date		Hours	Training Category	Student Status	
WI DOJ CIB Training - eTIME Online Training	02/18/2026			3h 5m	CIB TIME System	Assigned	Remove
WI DOJ CIB Training - Advanced Recertification	02/18/2026			1h 0m	CIB TIME System	Assigned	Remove

Showing 2

You will receive a confirmation dialog box and will need to click “Continue with Deletion” to proceed.

 **The online event will be removed**

The online event "WI DOJ CIB Training - Advanced Recertification" will be removed from the training record. If there is any student data currently saved, it will be deleted and cannot be recovered.

Cancel

Continue with Deletion

Expiring Certifications

TACs can check for upcoming expirations for their staff members by clicking on “Certification Compliance” on the left side.



As shown below, there are no expiring certifications in the time frame being checked (defaults to 90 days).

The screenshot shows a dashboard titled 'Person Certification Compliance' with a 'Filters' button. A message states: 'Future effective actions are not considered in the monitor. The list was last updated on 02/19/2026 at 02:00 AM. There are no expiring certifications.'

You can use the filters to change the range of days being checked, which will also give you an option to check a box to show recently expired certifications.

Filters

The results will be limited to those that match all of the criteria provided below.

Certifications All certifications that expire
[\(Change\)](#)

Expires in the next days

Expired Show certifications that expired in the last days

[Cancel](#) | [Clear All Filters](#) [Apply](#)

Once you click “Apply,” you will see a list with people who will have certifications expiring and when they will expire.

The screenshot shows the same dashboard but with the 'Apply' button clicked. The filters are now 'Expires Within 365 days' and 'Expired Within 30 days'. A table of certifications is displayed below.

<input type="checkbox"/>	Name	Organization	Certification	Days to Expiration	Expiration	Certification Status
<input type="checkbox"/>	Brandner, Benjamin	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	331	01/16/2027	Active (Active)
<input type="checkbox"/>	Kelly, Andrew J	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	356	02/10/2027	Active (Active)
<input type="checkbox"/>	Polachek, Zach D	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	356	02/10/2027	Active (Active)
<input type="checkbox"/>	Kelly, Andrew J	WisDOJ Crime Information Bureau	Security Awareness - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Smaby, Megan N	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Virgin, Jennifer M	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Virgin, Jennifer M	WisDOJ Crime Information Bureau	Security Awareness - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Woodrum, Matthew E	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Woodrum, Matthew E	WisDOJ Crime Information Bureau	Security Awareness - TIME	359	02/13/2027	Active (Active)
<input type="checkbox"/>	Cook, Sarah M	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	362	02/16/2027	Active (Active)
<input type="checkbox"/>	Cook, Sarah M	WisDOJ Crime Information Bureau	Security Awareness - TIME	362	02/16/2027	Active (Active)
<input type="checkbox"/>	Devereaux-Weber, Jeanette D	WisDOJ Crime Information Bureau	Security Awareness - TIME	362	02/16/2027	Active (Active)
<input type="checkbox"/>	Devereaux-Weber, Jeanette D	WisDOJ Crime Information Bureau	Local Agency Security Officer (LASO) - TIME	363	02/17/2027	Active (Active)