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**From:** Bowman, Randal  
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This will hopefully be helpful for everyone who attended this morning's training, as well as those who could not but subsequently view the training video, link below.

After logging into the system, 1) go to "messages" and accept the invitation to code (should only need to be done once); 2) then hit "code a dataset"; 3) the dataset [uncoded singles 5473](#) will appear; and 4) click on that and the first comment will appear to be coded. As noted this morning, whether one or many people are coding at the same time, the system will deliver the next available comment to be coded as you hit "code" for the previous one.

Based on my own experience over the weekend, I suggest hitting "stop" every 10-15 minutes and getting up, stretch etc and then start again. After you have coded a few, I believe you will find the process goes very quickly.

The link to the training video is:

<http://www.screencast.com/t/JdV0uoruZ>

If at all possible, please put in a full day, or 2 half-days, between now and June 7 so we have all of the Bears Ears comments reviewed and able to be included in the Secretary's interim report to the President.