

Training Site Information

Parking

Parking is free. Parking information will be sent with your confirmation.

Food and Beverages

Food and beverages are not provided and are prohibited in the computer lab.

Special Requests

The Commission provides assistance to users through the **SGS Web Help Desk** at 814. 867.1243.

Counties who can demonstrate a need for SGS Web training may contact their sentencing policy specialist to discuss requirements for county-based sessions.



Contact Information

In order to provide more in-depth services, the Commission on Sentencing has assigned Sentencing Policy Specialists to geographic areas.

Carrie Peters serves the western counties and may be contacted at 814.863.5204 or carriep@psu.edu.

Helene Placey serves the eastern counties and may be contacted at 717.772.4122 or hjp3@psu.edu.

Carrie Peters

West

Allegheny
Armstrong
Beaver
Bedford
Blair
Butler
Cambria
Cameron
Centre
Clarion
Clearfield
Clinton
Crawford
Elk
Erie
Fayette
Forest
Franklin
Fulton
Greene
Huntingdon
Indiana
Jefferson
Lawrence
McKean
Mercer
Mifflin
Potter
Somerset
Venango
Warren
Washington
Westmoreland

Helene Placey

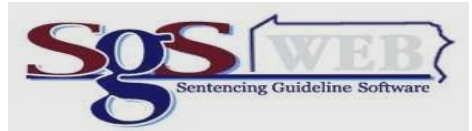
East

Adams
Berks
Bradford
Bucks
Carbon
Chester
Columbia
Cumberland
Dauphin
Delaware
Juniata
Lackawanna
Lancaster
Lebanon
Lehigh
Luzerne
Lycoming
Monroe
Montgomery
Montour
Northampton
Northumberland
Perry
Philadelphia
Pike
Schuylkill
Snyder
Sullivan
Susquehanna
Tioga
Union
Wayne
Wyoming
York



Pennsylvania Commission on Sentencing

SGS WEB Computer Training Sessions December 2009



Harrisburg Office: 717.772.3776
University Park Office: 814.863.2797

<http://pasentencing.us>

The Pennsylvania Commission on Sentencing is an agency of the General Assembly affiliated with The Pennsylvania State University. The Commission was created in 1978 for the primary purpose of creating a consistent and rational statewide sentencing policy to promote fairer and more uniform sentencing practices.

SGS Web Basic Training

Course Description

This hands-on computer session will cover the basics of calculating the sentencing guidelines and submitting the guideline sentence form. Topics covered include: using advanced OTN search, creating PRS worksheets, entering offense and sentencing information, submitting, and printing the judicial proceeding. In addition, 6th Edition Revisions related to Fines & Community Service Guidelines as well as the new RRR1 calculations will be covered.

Target Audience

This session is targeted for new employees in the criminal justice system who as part of their job need to enter and submit the guideline sentence form as required by the Commission. Individuals need not be a registered JNET user but should have JNET user status pending.

Seminar Dates

Tuesday, December 8, 2009

Municipal Police Officers' Education & Training Center (MPOETC)

8002 Bretz Drive

Harrisburg, PA 17112

10:00 a.m.—12:00 p.m. (25 seats)

SGS Web Advanced Training

Course Description

This hands-on computer session will go beyond the basics. Topics covered include: entering judicial proceedings with multiple OTN's and docket numbers, perfecting searches, using offense search shortcuts, updating/changing case information, and running reports. In addition, 6th Edition Revisions related to Fines & Community Service Guidelines as well as the new RRR1 calculations will be covered.

Target Audience

This session is targeted for those individuals who have previously attended an SGS Web training and who are required to calculate and submit the guideline sentence form as part of their job and want to enhance their knowledge.

Seminar Dates

Tuesday, December 8, 2009

Municipal Police Officers' Education & Training Center (MPOETC)

8002 Bretz Drive

Harrisburg, PA 17112

1:00 p.m.—3:00 p.m. (25 seats)

Pre-Registration is Required

Seminars are free-of-charge to any SGS WEB JNET user in Pennsylvania's criminal justice system. The sessions will not require users to logon/access JNET. Training is solely for SGS WEB and will not include training on JNET.

To register, please complete the on-line registration at <http://pasentencing.us>. Once registered, you will be sent a confirmation approximately one week prior to the seminar date.

Anyone requiring special arrangements or assistance please inform the PA Commission on Sentencing prior to the seminar. Please note that the Commission reserves the right to cancel any training session due to lack of registered participants.

Register On-line

To register for the seminars listed, please complete the on-line registration at:

<http://pasentencing.us>

Registrants will be sent a confirmation approximately one week prior to the seminar date.