



US ARMY COMBINED ARMS CENTER
"Intellectual Center of the Army"
Battle Command Knowledge System

ARMY KNOWLEDGE ONLINE (AKO)/ DEFENSE KNOWLEDGE ONLINE (DKO) KNOWLEDGE PORTAL MANAGEMENT



BCKS presents AKO/DKO Online Portal Management and Administrator training to Army personnel. The training is presented at Fort Leavenworth on a bi-monthly schedule (the first week of each month), or it can be delivered on site with a Mobile Training Team (MTT).

Fort Leavenworth personnel interested in attending the two-day class can sign up on the

BCKS AKO/DKO Administration Training Page on AKO (<https://www.us.army.mil/suite/page/557156>). Army units interested in the MTT training may submit a formal request from their unit to the BCKS Operations Office (913-684-6387 or 913-684-6820). You can also request on-site training by submitting the form at the following link: <https://survey.bcks.army.mil/secure/TakeSurvey.aspx?SurveyID=74008m8>. The MTT training requires the requesting unit to pay the travel costs.

This training introduces knowledge management professionals to the features of the Army's Enterprise Network Architecture (AKO/DKO on NIPR and AKO-S/DKO-S on SIPR), and to train selected knowledge management staff on procedures and best practices of administering knowledge portals using AKO/DKO or AKO-S/DKO-S. While the training normally fits into two 8-hour days, it can also be customized to meet the requirements of the training audience/organization.

Training objectives include:

- Assess knowledge access requirements and gaps
- Identify features of collaborative processes and tools (an overview of AKO/DKO)
- Identify the security features of AKO/DKO
- Identify how files are handled within AKO/DKO
- Employ Army Knowledge Online/Defense Knowledge Online search features
- Create organizational sites
- Develop your AKO/DKO Organizational Page
- Manage your organizational site