

## How do I log into the Training Database?

The Train database is refreshed every night with the current day's Production information. Changes made in the Train database will be overwritten each evening and updated with Production (actual work entered) information from that day.

### How to use the Training Database to Practice

If you need a little practice on various functions within HiCAMS, it's simple to login to the HiCAMS Train database and practice at any time. To login to the Train database:

1. Start HiCAMS.
2. Enter your user name, or select a name of another HiCAMS user, depending upon what you would like to practice.  
Note: As certain functions/windows are disabled due to security, you are able to login as another user in the Train database. This provides all users the ability to practice and see results of functionality that is otherwise limited in Production.
3. Enter hicams as the password.
4. Click the Options button.
5. Click the drop down arrow in the Server list and select HICAMS\_TRAIN.
6. Click the drop down arrow in the Database list and select Train.
7. Click OK.