ONESTREAM GLOBAL EDUCATION SERVICES

OneStream Current Course Offerings (by Series)

Learners may complete courses in an order of their choosing, assuming course pre-requisites are met.

ONESTREAM ESSENTIALS

Foundational courses typically taken early in your OneStream learning journey.

- Getting Started with OneStream
- OneStream Administration
- Building Basic Reports
- Configuring Core Application Security
- Implementing OneStream
- Building Dashboards
- Writing Financial Calculations

ONESTREAM SPECIALIST

Deeper dive courses exploring common focus areas within OneStream.

- Level 2: Financial Planning
- Level 3: Dashboards
- Basics of Inbound Data Integration

ONESTREAM SOLUTIONS

Courses tailored to implementation and operation of OneStream Solutions.

- Level 2: Specialty Planning
- SensibleAI™ Forecast Foundations
- Implementing OFC Account Reconciliations
- Implementing OFC Transaction Matching
- Integrating and Automating OFC

ONESTREAM ARCHITECTURE

Deeply explore the implementation and optimal configuration of OneStream.

- Level 2: BI Blend
- Smart Integration Connector
- Designing an Application

LEGEND

COURSE DELIVERY

- ON-DEMAND LEARNING
- INSTRUCTOR-LED TRAINING
- CLASSIC SERIES

ONESTREAM EXPANDED LEARNING

CERTIFICATION · PRESS · COMMUNITY · PODCAST · NAVIGATOR · TECH TALKS · QUICKTIPS

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ONESTREAM GLOBAL EDUCATION SERVICES

OneStream Recommended Learning Paths

Learners may complete courses in an order of their choosing, assuming course pre-requisites are met.

	CURRENT COURSES	REPORT WRITER	ADMINISTRATOR	DEVELOPER	SUBJECT MATTER EXPERT	PROJECT LEADERSHIP
LEARN	Getting Started with OneStream	PRE	PRE	PRE	PRE	PRE
	OneStream Administration	POST +	PRE	PRE	EARLY +	
	Building Basic Reports	EARLY	EARLY	MID	EARLY +	
	Configuring Core Application Security		MID	EARLY	MID	
	Implementing OneStream		PRE +			
	Building Dashboards	MID	LATE	MID	MID +	
	Writing Financial Calculations		LATE	LATE		
	Level 2: Financial Planning		POST +	MID		
	Level 3: Dashboards	POST +	POST +	POST +		
	Basics of Inbound Data Integration		MID +	PRE		
	Level 2: Specialty Planning		MID	MID		
	SensibleAI™ Forecast Foundations		MID	MID		
	Implementing OFC Account Reconciliations		EARLY	EARLY		
	Implementing OFC Transaction Matching		EARLY	EARLY		
	Integrating and Automating OFC		EARLY	EARLY		
	Level 2: BI Blend		POST +	POST +		
	Smart Integration Connector		MID +	MID		
	Designing an Application		PRE +			
PREPARE	**ADDITIONAL CONTENT**					
	Tech Talks / QuickTips	+	✓	✓		
	OneStream Press	✓	✓	✓	+	
	Podcasts		✓	✓	+	
	Conversations with IT (Video Series)		✓	✓		
	OneStream Community Forums	+	✓	✓	+	
VALIDATE	**CERTIFICATION**					
	Course Micro-Credentials	✓	✓	✓	✓	✓
	Associate in Administration Exam	+	✓	✓	+	
	Implementation Foundations Exam		+	+		
	Lead Architect Exam					

LEGEND

LEARNING SERIES:
- ONESTREAM ESSENTIALS
- ONESTREAM SPECIALIST
- ONESTREAM SOLUTIONS
- ONESTREAM ARCHITECTURE
- CLASSIC SERIES

CONTINUED LEARNING:
- CONTINUING EDUCATION
- DIGITAL CREDENTIALS

CHART INFO:
- IMPLEMENTATION STAGE
- ✓ RECOMMENDED
- \+ ADVANCED / OPTIONAL

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ONESTREAM GLOBAL EDUCATION SERVICES

OneStream Course Price Chart

On-Demand and Instructor-Led Training (Remote Delivery via OneStream Navigator or Centralized Classroom)

SERIES	COURSE	DELIVERY	ILT DURATION	INSTRUCTOR-LED TRAINING (ILT) LIST PRICE	OD DURATION	ON-DEMAND (OD) LIST PRICE
OneStream Essentials	Getting Started with OneStream	OD	N/A	N/A	8–9 Hours	FREE
OneStream Essentials	OneStream Administration	OD	N/A	N/A	12 Hours	$2,160 USD | £1,730 GBP | €2,000 EUR
OneStream Essentials	Building Basic Reports	ILT OD	3-Day	$2,880 USD | £2,310 GBP | €2,670 EUR	14–16 Hours	$2,160 USD | £1,730 GBP | €2,000 EUR
OneStream Essentials	Configuring Core Application Security	OD	N/A	N/A	2.5 Hours	$100 USD | £80 GBP | €90 EUR
OneStream Essentials	Implementing OneStream	ILT OD	5-Day	$4,800 USD | £3,850 GBP | €4,450 EUR	24 Hours	$3,600 USD | £2,890 GBP | €3,340 EUR
OneStream Essentials	Building Dashboards	ILT OD	3-Day	$2,880 USD | £2,310 GBP | €2,670 EUR	18 Hours	$2,160 USD | £1,730 GBP | €2,000 EUR
OneStream Essentials	Writing Financial Calculations	ILT OD	3-Day	$2,880 USD | £2,310 GBP | €2,670 EUR	12 Hours	$2,160 USD | £1,730 GBP | €2,000 EUR
OneStream Essentials	Getting Started + Administration ILT Bundle	ILT	4-Day	$3,840 USD | £3,080 GBP | €3,560 EUR	N/A	N/A
OneStream Specialist	Level 2: Financial Planning	ILT	3-Day	$2,880 USD | £2,310 GBP | €2,670 EUR	N/A	N/A
OneStream Specialist	Level 3: Dashboards	ILT	2-Day	$1,920 USD | £1,540 GBP | €1,780 EUR	N/A	N/A
OneStream Specialist	Basics of Inbound Data Integration	OD	N/A	N/A	4 Hours	$480 USD | £385 GBP | €445 EUR
OneStream Solutions	Level 2: Specialty Planning	ILT	2-Day	$1,920 USD | £1,540 GBP | €1,780 EUR	N/A	N/A
OneStream Solutions	SensibleAI™ Forecast Foundations	OD	N/A	N/A	7 Hours	FREE
OneStream Solutions	Implementing OFC Account Reconciliations	OD	N/A	N/A	10 Hours	$1,200 USD | £960 GBP | €1,110 EUR
OneStream Solutions	Implementing OFC Transaction Matching	OD	N/A	N/A	10 Hours	$1,200 USD | £960 GBP | €1,110 EUR
OneStream Solutions	Integrating and Automating OFC	OD	N/A	N/A	5 Hours	$600 USD | £480 GBP | €560 EUR
OneStream Architecture	Level 2: BI Blend	ILT	2-Day	$1,920 USD | £1,540 GBP | €1,780 EUR	N/A	N/A
OneStream Architecture	Smart Integration Connector	OD	N/A	N/A	5 Hours	FREE
OneStream Architecture	Designing an Application	OD	N/A	N/A	22 Hours	$2,880 USD | £2,310 GBP | €2,670 EUR
	Excel Add-In Training for End Users	ILT	1-Day	$620 USD | £500 GBP | €580 EUR	N/A	N/A
	SensibleAI™ Forecast Workshop	ILT OD	4.5-Day	$4,320 USD | £3,470 GBP | €4,010 EUR	7 Hours	$840 USD | £670 GBP | €780 EUR

LEGEND: OD On-Demand Learning (OneStream Navigator) ILT Instructor-Led Training (Centralized Classroom)

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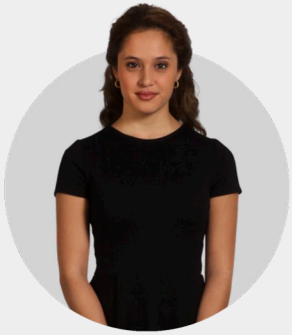

Name: Mirla Mendoza Madrid

Job title: Report Writer

Financial System Experience: 1–3 years

Tasks: Report Building and Maintenance | Data Entry | Internal, External, and Executive Reporting | Data Analysis | Admin and End User Collaboration | End User Process | Metadata and Workflow Updates | Run and Validate Calculations

Mirla is an aspiring administrator, keen on mastering her company's business operations. She creates and manages high-visibility reports, specific projects, workflows and end-user processes. With guidance, she performs data-related tasks, assists administrators.

GOALS

1. Gain/Improve OneStream skills to reduce reliance on external consultants, administrators, and SMEs.
2. Understand OneStream's reporting capabilities and how to optimize current processes.
3. Develop soft skills and finance knowledge to increase self-sufficiency and efficiency.

CHALLENGES

- How do I do this/that to edit, maintain, and create dynamic reports?
- What are the differences between a standard report, Spreadsheet, Quick View, Cube Views, and XFGetCell, and when should I use each one?
- What are common examples for how to use the Member Filter Builder?
- Should users report on data that is not at an OK Calc status?
- Do reports need to be manually updated when metadata is changed?
- Locating resources to help with application management and report creation.

LEARN

CURRENT COURSES	REPORT WRITER
Getting Started with OneStream	PRE
OneStream Administration	POST +
Building Basic Reports	EARLY
Configuring Core Application Security	
Implementing OneStream	
Building Dashboards	MID
Writing Financial Calculations	
Level 2: Financial Planning	
Level 3: Dashboards	POST +
Basics of Inbound Data Integration	
Level 2: Specialty Planning	
SensibleAI™ Forecast Foundations	
Implementing OFC Account Reconciliations	
Implementing OFC Transaction Matching	
Integrating and Automating OFC	
Level 2: BI Blend	
Smart Integration Connector	
Designing an Application	

PREPARE

ADDITIONAL CONTENT	
Tech Talks / QuickTips	+
OneStream Press	✓
Podcasts	
Conversations with IT (Video Series)	
OneStream Community Forums	+

VALIDATE

CERTIFICATION	
Course Micro-Credentials	✓
Associate in Administration Exam	+
Implementation Foundations Exam	
Lead Architect Exam	

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Learning Profile Quick Reference Card

Name: Jeremy Yen

Job title: Administrator

Financial System Experience: 2–4 years

Tasks: OS System Maintenance | User Training and Testing | Requirements Gathering | Process Improvements | Troubleshooting | Data Integration | Quality Control | Auditor Evidence Gathering | App Security and Integrity | Design and Decision Guide | Admin Guide

As the application's primary owner and manager, Jeremy drives monthly processes, improvements, and is an expert in the old system that's transitioning to OneStream. He also supports end users, ensures application integrity, and provides evidence to auditors.

GOALS

1. Gain OneStream knowledge and skills to effectively manage the application.
2. Improve efficiency in troubleshooting and end user experience.
3. Identify relevant examples to drive accurate requirements.

CHALLENGES

- How do I copy my Production app to Dev and migrate updates back to Production?
- How do I switch the Calc Status from OKMC to OK and create regression test scripts to verify patches and updates?
- How can I reset scenarios, clear calculated data, and data buffers, and integrate data?
- Who approves app changes, how are they documented, and which are irreversible?
- How do I define and gather requirements from stakeholders?
- How should I use the Metadata Builder, and maintain regular updates to metadata?

LEARN

CURRENT COURSES	ADMINISTRATOR
Getting Started with OneStream	PRE
OneStream Administration	PRE
Building Basic Reports	EARLY
Configuring Core Application Security	MID
Implementing OneStream	PRE +
Building Dashboards	LATE
Writing Financial Calculations	LATE
Level 2: Financial Planning	POST +
Level 3: Dashboards	POST +
Basics of Inbound Data Integration	MID +
Level 2: Specialty Planning	MID
SensibleAI™ Forecast Foundations	MID
Implementing OFC Account Reconciliations	EARLY
Implementing OFC Transaction Matching	EARLY
Integrating and Automating OFC	EARLY
Level 2: BI Blend	POST +
Smart Integration Connector	MID +
Designing an Application	PRE +

PREPARE

ADDITIONAL CONTENT	
Tech Talks / QuickTips	✓
OneStream Press	✓
Podcasts	✓
Conversations with IT (Video Series)	✓
OneStream Community Forums	✓

VALIDATE

CERTIFICATION	
Course Micro-Credentials	✓
Associate in Administration Exam	✓
Implementation Foundations Exam	+
Lead Architect Exam	

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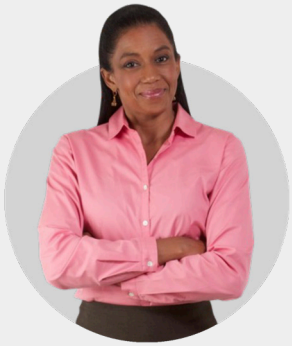

Name: Gloria Winters

Job title: Developer

Financial System Experience: 2–7 years

Tasks: App Design, Build, and Updates | Data Integration | Extensibility | Admin and End User Collaboration | Requirements Gathering | Optimize System Performance | Writing Member Formulas | Business Rules Updates | Optimize Calc, Load, and Reporting Processes | Rule Writing

Gloria is a technical product owner. She works in conjunction with administrators to design, build, implement, and maintain her company's application, ensuring optimal configuration for OneStream performance.

GOALS

1. Gain source system and OneStream experience and skills.
2. Efficiently troubleshoot to ensure optimal OneStream performance.
3. Refine requirements gathering skills and facilitate stakeholder discussions.

CHALLENGES

- Lack of access to external data sources.
- How do I write business rules and member formulas using VB.Net & C#?
- How do I integrate data from source systems into OneStream?
- How do I create a new workflow and configure my application using extensibility?
- How do I define and gather accurate requirements from stakeholders?
- How do I test performance of the OneStream application?
- How does Smart Integration Connector (SIC) work?

LEARN

CURRENT COURSES	DEVELOPER
Getting Started with OneStream	PRE
OneStream Administration	PRE
Building Basic Reports	MID
Configuring Core Application Security	EARLY
Implementing OneStream	
Building Dashboards	MID
Writing Financial Calculations	LATE
Level 2: Financial Planning	MID
Level 3: Dashboards	POST
Basics of Inbound Data Integration	PRE
Level 2: Specialty Planning	MID
SensibleAI™ Forecast Foundations	MID
Implementing OFC Account Reconciliations	EARLY
Implementing OFC Transaction Matching	EARLY
Integrating and Automating OFC	EARLY
Level 2: BI Blend	POST
Smart Integration Connector	MID
Designing an Application	

PREPARE

ADDITIONAL CONTENT	
Tech Talks / QuickTips	✓
OneStream Press	✓
Podcasts	✓
Conversations with IT (Video Series)	✓
OneStream Community Forums	✓

VALIDATE

CERTIFICATION	
Course Micro-Credentials	✓
Associate in Administration Exam	✓
Implementation Foundations Exam	+
Lead Architect Exam	

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Learning Profile Quick Reference Card

Name: Elias Salte

Job title: Subject Matter Expert (SME)

Financial System Experience: 5–10 years

Tasks:

- Reports and System Function Updates
- Automated Jobs Management
- Application Design
- OS Troubleshooting
- Requirements Gathering
- End User Training
- Power User

Elias is an expert in the current business processes and systems, driving functional requirements and managing the functional growth of the OneStream application. He is actively involved from pre-design to implementation, answers Developer questions, advocates for OneStream improvements, and guides his team through the transition.

GOALS

1. Maintain and leverage experience with current system to maintain expert-level role.
2. Understand and apply optimal methods for data visualization.
3. Gain comprehensive skills and experience in OneStream to become a SME in OneStream.

CHALLENGES

- Where can I learn advanced OneStream topics that apply to my business needs?
- Are there any local OneStream user groups or communities for administrators?
- How can I effectively communicate requirements to administrators and developers?
- What design considerations should we make now that could impact future phases of the project?
- How can I make modifications throughout the application such as creating new dashboards using existing ones?

	CURRENT COURSES	SUBJECT MATTER EXPERT
LEARN	Getting Started with OneStream	PRE
	OneStream Administration	EARLY
	Building Basic Reports	EARLY
	Configuring Core Application Security	MID
	Implementing OneStream	
	Building Dashboards	MID
	Writing Financial Calculations	
	Level 2: Financial Planning	
	Level 3: Dashboards	
	Basics of Inbound Data Integration	
	Level 2: Specialty Planning	
	SensibleAI™ Forecast Foundations	
	Implementing OFC Account Reconciliations	
	Implementing OFC Transaction Matching	
	Integrating and Automating OFC	
	Level 2: BI Blend	
	Smart Integration Connector	
	Designing an Application	
PREPARE	**ADDITIONAL CONTENT**	
	Tech Talks / QuickTips	
	OneStream Press	
	Podcasts	
	Conversations with IT (Video Series)	
	OneStream Community Forums	
VALIDATE	**CERTIFICATION**	
	Course Micro-Credentials	
	Associate in Administration Exam	
	Implementation Foundations Exam	
	Lead Architect Exam	

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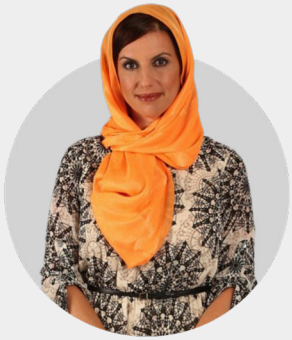

Name: Alima Handal

Job title: Project Leadership

Financial System Experience: 2–10 years

Tasks: **Requirements/Design Sign-off**

Organizes Sprints and Stories **Resource Availability**

Team Meeting Management **Timeline Buildout**

Escalation Management **SOW**

Alima is heavily involved during the early stages of a OneStream implementation and maintains a crucial role throughout the entire cycle. She facilitates meetings, manages resources, and resolves obstacles, ensuring successful and timely project completion with a high-level OneStream understanding.

GOALS

1. Increase project and time management skills to ensure successful implementation.
2. Proactively identify and overcome project obstacles.
3. Increase analytical and financial planning skills to accurately estimate project timelines and budgets.

CHALLENGES

- How can I get familiar with OneStream's key terms and concepts?
- Where can I find examples of other clients' OneStream implementation project assets?
- How can I determine the ROI as a result of implementing OneStream?
- How can I handle multiple complex projects and teams effectively?
- How can I ensure the project remains on schedule and within budget?
- What factors do I need to consider to accurately estimate data reconciliation?
- Connecting team with resources (training, data integration, and OneStream guides).

LEARN

CURRENT COURSES	PROJECT LEADERSHIP
Getting Started with OneStream	PRE
OneStream Administration	
Building Basic Reports	
Configuring Core Application Security	
Implementing OneStream	
Building Dashboards	
Writing Financial Calculations	
Level 2: Financial Planning	
Level 3: Dashboards	
Basics of Inbound Data Integration	
Level 2: Specialty Planning	
SensibleAI™ Forecast Foundations	
Implementing OFC Account Reconciliations	
Implementing OFC Transaction Matching	
Integrating and Automating OFC	
Level 2: BI Blend	
Smart Integration Connector	
Designing an Application	

PREPARE

ADDITIONAL CONTENT	
Tech Talks / QuickTips	
OneStream Press	
Podcasts	
Conversations with IT (Video Series)	
OneStream Community Forums	

VALIDATE

CERTIFICATION	
Course Micro-Credentials	✓
Associate in Administration Exam	
Implementation Foundations Exam	
Lead Architect Exam	

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OneStream Training Frequently Asked Questions (FAQ)

LEARNING PATHS AND COURSES

Who should a customer or partner contact if they have training questions?

All Global Education Services-related inquiries should be submitted using the GES case form on the ServiceNow Support Portal.

How can I find training classes taught by OneStream or OneStream Authorized Training Partners?

Visit onestream.com/training/ and scroll to Training Locations to find a OneStream Classroom or an Authorized Training Partner.

Who should go to training?

Report writers, administrators, developers, subject matter experts, project leadership and business analysts/power users should be trained where possible, before the start of a project. However, the number of users trained depends on the size and complexity of the project.

Depending on company size and implementation, OneStream recommends that at bare minimum one administrator complete a learning path matched to their implementation, starting with the Administrator Readiness Path. Additionally, anyone filling the role of a "report writer" should complete the Power User Learning Path.

A. Small to Medium Projects: OneStream recommends minimum training for 2 people on 3 courses. This includes one administrator following the OneStream Administrator Readiness Learning Path and a business analyst or power user following the OneStream Power User Learning Path. Where the project includes a OneStream specialty solution such as OneStream Financial Close (OFC), additional training will be required on that specific specialty solution.
B. Medium, Large or Complex Projects: OneStream recommends training for 3 or more people on 3 courses per work stream such as consolidation and planning. This includes functional and advance administrators following the OneStream Administrator Readiness Learning Path and a business analyst or power user following OneStream Power User Learning Path. Additional training and an additional person could be required for specialty solutions.

What training should I take during implementation, and when?

OneStream strongly recommends completing training at various phases throughout implementation: Analyze, Design, Build, Test and Rollout. The most successful projects train key users before the Analyze phase, following A and B above. Administrators should follow the OneStream recommended Administrator Readiness Path, which can be modified to match your implementation needs base on size, complexity and preferences. Customers with a DIY preference can train an advanced administrator; to achieve this, they can swap the OneStream Administration (OSA) course for the Implementing OneStream (IOS) course. Business analysts or power users should follow the OneStream recommended Power User Learning Path. Customers with large and complex reporting needs are recommended to have a person taking the Building Basic Reports (BBR) course. Projects with simple and moderately complex reporting needs can have their functional administrator take the Getting Started with OneStream (GSWO) and OSA courses. Refer to the Learning Profiles in this document for additional suggestions on when to take training relative to a OneStream implementation.

What training is available to IT professionals responsible for some aspects of OneStream Administration? (e.g., security)

IT professionals should start with the GSWO course, as well as the Configuring Core Application Security course if responsible for security. If the IT professional is also involved in data integration, dimension build, or workflow setup, they should also consider taking the OSA instructor-led course or IOS course. Additionally, we recommend a video series in OneStream Navigator called: Conversations with IT.

What is the difference between the OneStream Administration course and the retired Application Build for Administrators (ABA) course?

ABA was designed as our staple instructor-led course for everyone to take, whether they were at the beginning of an implementation or new administrators for an existing application. The new OneStream Administration course focuses on helping administrators who already have access to an application and need to maintain it whilst improving their understanding of wider OneStream community resources and topics.

Besides the core OneStream project implementation and administration team, who else should complete training?

Anyone that is part of the project implementation team or who will use the outputs of OneStream to make business decisions should complete the GSWO course. Additionally, the implementation team should create a training and communication plan to roll out to OneStream

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end users following implementation to drive understanding and adoption.

What does end user training consist of? Who creates the plan and executes it with them?
End user training is usually prepared and delivered on the project with or by the implementation team or by an experienced OneStream customer administrator, who has completed the GSWO, OSA or IOS, and BBR courses. Power users should attend the GSWO and BBR courses. An Excel Add-in for End Users course is now available both as instructor-led and on-demand.

What additional training should I consider when taking ownership of my implementation after a "go-live" with a OneStream implementation partner?
Functional administrators who need more information after completing the Administrator Readiness Learning Path could consider the IOS and or Designing an Application (DaA) course. These courses are geared primarily towards implementation consultants but offer more application build insight and context. This could serve as a refresher in some areas and greater depth in others. The DaA course covers advanced design and build concepts around OneStream Metadata, Workflow, Rules and BI Blend. Specialty courses should also be considered if you are adding specialist solution such as Cash Planning, OFC and more to your application.

How do I help my organization embrace "the new way" after implementation? For example, with the simple, but sticky changes like moving from SmartView to OneStream's version.
From a technical training perspective, empowering power users with GWSO plus BBR can help the transition.
From a technical training perspective, empowering power users with Getting Started with OneStream plus Building Basic Reports can help the transition.

How do I maintain the knowledge of my administrators, power users, and end users over time as the organization changes, and to keep current with the product?
Administrators can stay current in a range of ways including: participating in OneStream Community forums, attending Splash events, completing platform Release Differences training, webinars, podcasts, and other micro-courses and content available on OneStream Navigator and with the Navigator Passport subscription.

What is Release Differences training and how is it different from other GES training?
Release Differences training provides a technical explanation of new or changed product features and is made available alongside each new OneStream software release. You should view this content only after you've built a foundational understanding of the product, for example through the Administrator Readiness Learning Path. Release Differences training is freely available to OneStream customers and partners, and can be found on OneStream Navigator with titles such as "7.4.0 Platform Release – March 2023." Note that Release Differences training excludes hands-on lab exercises. Note that Release Differences training does not include hands-on lab exercises.

How do I advance my skills beyond the fundamentals?
Consider advanced courses like Level 3: Dashboards, engage other professionals on OneStream Community and watch for new learning assets releasing on OneStream Navigator, such as: QuickTips videos, Tech Talks, Power Hour webinars, the official OneStream Podcast and advanced usage videos.

Will completing training earn Continuing Professional Education (CPE) credits?
Yes, most OneStream training is compliant with the National Association of State Boards of Accountancy (NASBA) requirements to issue CPE credits. See the course description for how many credits are associated with each course.

After determining my learning path, can I bookmark the courses I need to complete in OneStream Navigator?
Yes, learners are able to bookmark courses in OneStream Navigator. You can also find courses that you have completed in your Navigator transcript.

Can I "test out" of a course?
No. OneStream Navigator marks a course complete when you pass all in-course assessments with 70% or higher and attest to completing the hands-on lab exercises (if applicable).

CERTIFICATION

Will these courses help prepare me to become OneStream Certified?
Yes. Most courses include lab exercises that provide practical hands-on experience with the product, which will help consultants and administrators prepare both for the real world and OneStream Certification Exams. Refer to Certification Exam Study Guide for a full list of resources to prepare.

What is the difference between "recertification" and "certification extension"?
Recertification is when someone has already passed an exam and has decided to pass a newer version of the exam (i.e. completely different exam). This is required when a new version of the exam is available. Certification extension means that a currently certified individual receives notice that their certification will be expiring soon, but a newer version of an exam is unavailable. The individual has the option to retake the existing version of the exam or submit OnePoints evidence for learning

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and activities to extend the validity of their certification for an additional 24 months.

What are OnePoints?
OnePoints is a path to extend individuals' certified status by earning points for completing activities such as OneStream training, Tech Talks, conferences, and technical webinars among many others. Accumulating 40 OnePoints over 24 months allows individuals to extend their certified status for an additional 24 months. Learn more about OnePoints.

PURCHASING

Is it possible to receive a higher discount on training purchases if my company buys in volume?
Yes. Companies can receive volume discounts when pre-paying for training. Discounts start with volume purchases of $25K USD.

How long will I have access to a course if I purchase à la carte?

1. 90 calendar days.
2. If you purchase the Navigator Passport subscription, the course will be available for the duration of your subscription contract (a minimum of one year).

If I attend an Instructor-Led Training (ILT) class, will I automatically get access to the equivalent on-demand training in OneStream Navigator?
No. We encourage you to consider purchasing the Navigator Passport subscription to access all the on-demand content available, both to refresh on what you learned in an ILT course and to pick up new knowledge and skills. The Navigator Passport subscription will also entitle you to 25% off ILT purchases during the term of your subscription.

Will I be able to revisit courses that I have already completed? For example: brushing up on Administrator Readiness Learning Path courses after implementation is complete.
Yes, and this is strongly encouraged.

Learners who have completed a course will have the ability to revisit the content as long as they are either:

A. À la carte: within 90 days of course purchase *or*
B. OneStream Navigator Passport: within one year of subscription purchase (minimum).

Am I able to preview a course before purchasing?
Yes, the first lesson of each course is available for preview in Navigator, though the size of the lesson varies by course. Note that lab exercises are only available once a course is purchased à la carte or through a Navigator Passport subscription.

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