

Welcome to today's presentation:

Kahua Users Klub

September 15, 2022

The presentation will start at 1:00 pm Eastern

Note: Phones are automatically muted during the presentation. You can send questions to our presentation team via your Q&A pane and team will answer as many questions as possible during the presentation. All questions will be responded to in writing in a formal Q&A document, posted along with the slide deck and session recording, on our website, <http://www.gsa.gov/ces>

Say Aloha to Kahua!

GSA's New Project Collaboration Tool

Presented by:



Valerie Pierre
Kahua Training and
Support Lead



Susan Mills
Kahua System
Administration Lead



Ashley White
Kahua System
Administrator

Center for Cost, Schedule, and Tools - Office of Project Delivery, GSA-PBS CO

Hosted by:

James Fotopoulos
Regional Account Manager
GSA-PBS
Heartland Region (R6)



Agenda

- What was covered in the first training session?
- How do I get access to Kahua?
- Where can I get more information?
- Demo

What was covered in the first training?

- “Say Aloha to Kahua!” training session (8/18)

YouTube [Recording Link](#)

- Navigation
- RFIs
- Communications
- Daily Reports
- Submittals
- Media Manager
- File Manager
- Dashboards and Reports

How do I get access to Kahua?

1. Fill out the [Request Access Form](#).
2. An email will be sent to you from **outbox@kahuafn.com** with the subject line: Kahua Invitation. Follow the instructions in this email to finalize your account.
3. Login to Kahua using the web browser URL: launch.kahuafn.com and click on 'Launch in Browser'



Where can I get more information?

- GSA.GOV website includes access and training information:
<https://www.gsa.gov/real-estate/design-and-construction/project-management-information-system>
- CES Webpage under “Recent Presentations” - www.gsa.gov/ces
 - Kahua Slides, Q&A and Session Recordings
- Questions/Issues:
 - [Kahua Support & Feedback Form](#)
 - kahuasupport@gsa.gov
- Future Training
 - Client Enrichment Series January ‘23 refresher training (date tbd)



Demo



Thank you for joining us today for
Kahua Users Klub
Questions?



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Upcoming Client Enrichment Series Sessions

Cost Estimating and Cost Management Principles

Tuesday, October 18th 1pm-2:30pm ET - [Register Now](#)

Tour de CPA (Client Project Agreement)

Thursday, November 17th 1pm-2:30pm ET - [Register Now](#)

GSA's COVID-19 Resources for Customers

See our [***Safer Federal Workplace page***](#) for procedures and guidance for GSA Owned and Leased Buildings, Projects and Workplaces

**Coronavirus
Disease 2019
(COVID-19)**



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www.gsa.gov/ces

clientenrichmentseries@gsa.gov