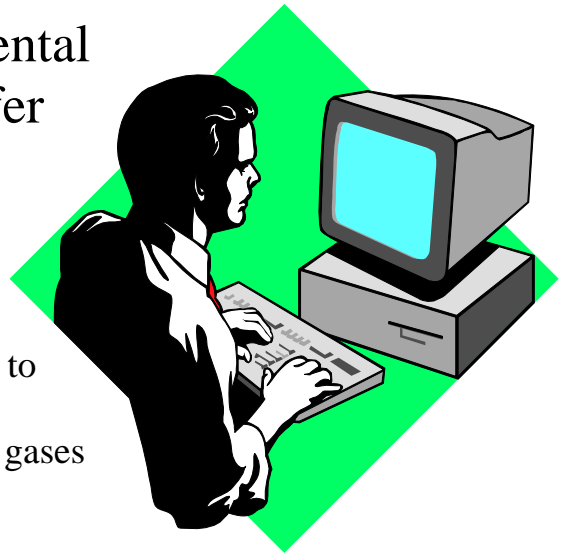


The Maine Department of Environmental Protection is pleased to once again offer
**FREE, HANDS-ON,
Satellite i-STEPS Training.**

This training program is designed for **BEGINNERS** and will walk participants through all the steps necessary to complete the 2008 annual emissions inventory for criteria and hazardous air pollutants and greenhouse gases using the Satellite i-STEPS software.



What You Will Learn

- ◆ Downloading your facility's data files from the Internet
 - ◆ Importing that data into Satellite i-STEPS
 - ◆ Editing existing data—The important fields!
 - ◆ Adding a new piece of equipment
 - ◆ Adding a new fuel to an existing piece of equipment
 - ◆ Deleting an unused piece of equipment and unused fuel option
 - ◆ Entering manually calculated emissions
 - ◆ Printing reports
 - ◆ Exporting data (to archive or to send to DEP)
 - ◆ Basic troubleshooting
 - ◆ E-mail and certification guidelines
- And, new this year!**
- ◆ Understanding new hazardous air pollutant reporting requirements and changes to DEP's Chapter 137, "Emission Statements"
 - ◆ Looking ahead to 2009—and the new reporting software!

The only prerequisite is a basic understanding of computers and the Windows environment.

Three Beginner Satellite i-STEPS Training Programs will be offered over two locations.

***Augusta - State Computer Training Lab, Room 104,
Cross Office Building (next to the Capitol)***

Session A: Tuesday, May 19, 2009 from 9:00 a.m. to 3:30 p.m.

Session B: Wednesday, May 20, 2009 from 9:00 a.m. to 3:30 p.m.

Presque Isle - Computer Lab, Christie Complex, Northern Maine Community College

Friday, May 22, 2009 from 9:00 a.m. to 3:30 p.m.

Lunch is not included with the training program.

Space is limited at each location. **Register today for this FREE training opportunity!**

To register, contact Daniel Thoma, Maine DEP,
telephone: (207)287-8672 or by e-mail at daniel.thoma@maine.gov