



# Integration Training

If you are new to Wyndham Hotel Group (WHG), integration training is a great way to learn all about the WHG-specific tools and resources essential to successfully running a WHG brand hotel. Whether you are an owner, general manager or a line-level employee looking to acclimate yourself with WHG tools, resources and best practices, integration training is a great way to get there!

Integration training is available both **Online** and in the **Classroom**.

## Online Training (self-paced):

### INTRODUCTION TO HOSPITALITY OPERATIONS:

This interactive, online course provides an overview of the knowledge and skills that help new or experienced owners and general managers to successfully manage their hotel.

To register go to [MyPortal](#) > Learn with SoHO > Enter the SoHO Learning Zone and search for "Introduction to Hospitality Operations"

### QUICK TUTORIALS:

Our suite of tutorials is designed to provide owners and managers with basic knowledge of WHG tools and resources and how to use them. We offer tutorials on tools such as MyPortal, Lanyon and WynPay.

To access the Quick Tutorials go to the homepage of [MyPortal](#) > Learn with SoHO > Application Tutorials

## Classroom Training (instructor-led):

### HOSPITALITY FOUNDATIONS:

Available exclusively to hotel professionals attending Executive Leader Orientation (ELO), our General Manager Certification program. Hospitality Foundations is a hands-on lab to help you "Discover" essential tools and hotel practices before attending ELO. Attending this free, half-day lab is a great way to prepare for ELO. Hospitality Foundations is offered the Monday before each ELO class held in Parsippany, NJ. To enhance your learning experience, we encourage you to bring your laptop or tablet!

To register go to [MyPortal](#) > Learn with SoHO > Enter the SoHO Learning Zone and search for "Hospitality Foundations".

Integration training will also prepare you to attend [Executive Leader Orientation \(ELO\)](#), our General Manager Certification program. All general managers seeking their General Manager Certification are required to complete integration training (either online or in classroom) prior to attending ELO.

To learn more about all the training opportunities available to you go to [MyPortal](#) > Learn with SoHO

**Need Help?** Call us at (888) 328-0000 - we are here to help!



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