* Orientation and Introduction to the Team.
* Overview of Company Policies and Procedures.
  + [ace\_employee\_handbookpdf](https://clubhub.aceclubnet.com/download/hub/people_service_center/psc_documents/rules__regulations_for_employees/ace_employee_handbookpdf?attachment=0)
  + [ACE - Information Security Policies v2.6 (4-15-2024).pdf - ClubHub](https://clubhub.aceclubnet.com/rooms/information_systems/isdocuments/information_security_standards/ace_information_security_policy/ace_information_security_policies_v_22_11_2022pdf)
* Introduction to Tools and Software.
  + [TnT\_Teams\_CIA\_DSAM\_Platforms\_AB\_Skills\_Matrix\_Q32\_2024.xlsx](https://aceclubnet.sharepoint.com/:x:/r/sites/TT/Shared%20Documents/REPORTS%20and%20AUDITS/Skills%20Matrix/TnT_Teams_CIA_DSAM_Platforms_AB_Skills_Matrix_Q32_2024.xlsx?d=w59488d05084148fea99984dae745546c&csf=1&web=1&e=cYay0l)
* Initial training on tasks/tools.