



Actionable insight for complex projects

## **Empower Users' Group Workshop**

May 18-21, 2026

Sandestin Golf and Beach Resort – Miramar Beach, Florida

[www.EUGworkshop.com](http://www.EUGworkshop.com)

### **Employer Justification Packet**

Encore Analytics, LLC is pleased to announce the 2026 Empower Users' Group (EUG) Workshop. The agenda is still evolving, but we have already lined up a number of great speakers from government organizations and industry who use Empower for program analytics, data-driven audit support, VAR collection, and Corrective Action Tracking. The workshop is also a great opportunity to socialize with other Empower users and, in keeping with tradition, we have a number of fun evening networking events planned. We hope to see you there!

### **Registration Information:**

Registration fees vary depending on government and non-government status.

Use **promo Code EARLYBIRD for 10% off** registration fees. Early-bird pricing will be valid through April 3, 2026.

Approved speakers should obtain a promo code from Brooke Boswell ([Brooke.Boswell@encore-analytics.com](mailto:Brooke.Boswell@encore-analytics.com)) for a discounted registration rate.

Note, **you can only register for one** of the following registration options below:

#### **Empower Users' Group (EUG) Only (May 20-21)**

- Standard rate: \$1,050
- Government rate: \$950

#### **EUG + Empower User Workshop (May 18-21)**

- Standard rate: \$2,250
- Government rate: \$2,050

#### **EUG + Business Rhythm Workshop (May 18-21)**

- Standard rate: \$2,250
- Government rate: \$2,050

\*Note: the Business Rhythm Workshop is intended for Empower administrators and champions, therefore you must be proficient in Empower and/or have taken formal training before.

**Cancellations:** Cancellation and substitution requests must be made to Brooke Boswell at [Brooke.Boswell@encore-analytics.com](mailto:Brooke.Boswell@encore-analytics.com). Cancellations for the workshop registration received on or before April 17, 2026, will receive a refund. No refunds will be given for this event after April 17, 2026.



Actionable insight for complex projects

### **Additional Costs:**

- **Hotel accommodation** - discounted rates within a block are available through April 17, 2026, at the Sandestin Golf and Beach Resort, but are subject to availability. **We cannot guarantee rooms once the block is full so please book your hotel room early!**
  - Group rate:
    - Studio at \$184 per night + 12% tax (no resort fee)
    - Meets GSA per diem schedule
    - Use group code **25578H** at <http://www.Sandestin.com/25578H>
- **Travel**– please use your company’s preferred method of travel. For air travel, we suggest one of the following airports:
  - Northwest Florida Regional Airport (VPS) ~ 30 Minute Drive
  - NW FL Beaches International Airport (ECP) ~ 40 Minute Drive
  - Pensacola Regional Airport (PNS) ~ 90 Minute Drive
- **Other Transportation Considerations** –
  - **To/From Airport:** you will either need to rent a car, Uber/Lyft, taxi, or schedule shuttle service via a third party vendor.
  - **While at the workshop:** if you stay on property, you will not need any transportation as the hotel rooms and meeting space are within walking distance. For transportation throughout the resort, there is a free shuttle service provided. No evening networking events will require transportation for those staying on-site. Should you choose to stay off-site (not recommended), you will need to plan for transportation to/from the workshop and networking events. On-site complimentary parking will be available for attendees.

### **Benefits of Attending the EUG:**

- **One-on-one access to Encore Analytics staff:** The EUG is a great chance to connect directly with Encore staff to ask questions, provide feedback on the tool, and learn about what’s coming up next for Empower.
- **Workshops:** Whether you plan to attend the Pre-EUG workshops or just the EUG forum, there will be a lot of great opportunities to learn how to better use the tool to streamline your business processes from both Encore staff as well as from other Empower users.
- **Networking:** The EUG is an excellent opportunity for networking as you will be attending with a great mix of industry and government professionals. Between the daytime sessions and evening events, the workshop provides countless networking opportunities to build both your personal and organization’s network, hear from others about industry trends and best practices, and exchange ideas with each other.
- **Lessons learned from others:** One of the greatest benefits of the EUG is that our users make up the majority of our speakers, which provides a great opportunity for other users to learn from each other. We have users attending from diverse experience backgrounds, different industries, and at varying levels of expertise in Empower. Where you may have a good knowledge base for one subset, someone else may offer new insight that could benefit your current work in Empower.



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- **Opportunity to influence the future of the product:** If your organization is passionate about new features, this is a forum to make those heard and get them prioritized.

#### **Pre-EUG Empower User Workshop:**

This two-day workshop is designed for an Empower end user with less emphasis on the Administrator functions. Whether you're new to the platform or looking to deepen your understanding as an end user, this hands-on session offers valuable insights and practical skills. Participants will explore the following topics:

- **Empower Basics:** Navigate Empower's tripane layout, menus, toolbar items, and utilize Standard Charts, Reports, Views, Dashboards, and Filters.
- **Administrator Fundamentals:** Gain a basic overview of administrative functionalities, including the data loading process, supported file types, and Admin Menu options.
- **Schedule Analysis:** Understand schedule integration in Empower and explore features such as schedule-specific charts/reports, Task Mode, and the NRO's Schedule Execution Metrics.
- **Earned Value Analysis:** Begin with basic analysis using the sort window for interactive filtering, progressing to advanced topics like inputting Variance Analysis write-ups and tracking action items.
- **Compliance Analysis:** Review DoD DECM and DOE Compliance metric results, and learn to drill down into flagged elements or activities using Empower's various tools.

#### **Pre-EUG Empower Business Rhythm Workshop**

A two-day case study workshop where attendees will gain practical hands-on experience navigating the complete monthly business rhythm using Empower. Participants will start with loading JSON files (IPMDAR and DOE CPP) and explore the platform's functionality through various user roles. The workshop will cover the following key topics:

- **Interpreting JSON Files:** Learn how to read and understand IPMDAR JSON and DOE CPP JSON files.
- **Importing and Troubleshooting:** Gain insights into importing JSON files and resolving common issues during the process.
- **Contract Configuration:** Configure contract options to enable compliance metrics, VAR narrative collection, and other key features.
- **Recalculation Options:** Understand recalculation settings and address common challenges.
- **Data Validation and Quality:** Ensure data integrity through effective validation techniques.
- **User Management:** Maintain and manage user accounts efficiently.
- **Formal Reporting Generation:** Generate EDI files, hard copy reports, and narratives.
- **Customization:** Create tailored views, dashboards, and more to meet unique needs.
- **Role-Based Navigation:** Use Empower effectively as an earned value analyst, schedule analyst, control account manager, program manager, and compliance manager.



Actionable insight for complex projects

Eligibility: To attend the Business Rhythm Workshop, participants must already be proficient in Empower and/or have completed formal Empower training. This workshop is designed for Empower administrators and champions.

Note: All Empower workshops require a laptop computer with Wi-Fi capability.

Visit <http://www.eugworkshop.com/> for updates leading up to the workshop as well as during the event.

For additional information or assistance in registering for your trip, please contact Brooke Boswell at [Brooke.Boswell@encore-analytics.com](mailto:Brooke.Boswell@encore-analytics.com) or by telephone at (866) 890-4331 Ext. 111.