

WebexOne Technical Training Justification Email Template

SUBJECT LINE TEXT:

- Option 1: Request to Attend WebexOne 2024 Technical Training
- Option 2: Request for Approval to Attend WebexOne Technical Training
- Option 3: Approval Request: WebexOne 2024 Technical Training
- Option 4: Seeking Approval to Attend WebexOne Technical Training

COPY:

Hey [INSERT MANAGER'S NAME],

I recently came across the WebexOne 2024 technical training event, and I'd love to attend. The event will be held in Ft. Lauderdale, FL, from October 21-24, and **it promises to be a transformative experience for our team.**

WebexOne offers **over 100 hours of learning across 65 classes and labs** and is the most cost-effective way to get trained and ensure we get the most value out of our Webex implementations. Training learning tracks include:

- Webex Customer Experience
- Webex Calling & Webex Suite
- Cisco Devices
- Security, Identity, and Compliance
- Advanced Diagnostics and Troubleshooting
- Integrations and Cross-Architecture Solutions

The event also offers the opportunity to learn from over 80 Webex experts, including product managers, engineers, and Cisco Live Hall of Famers, with over 500 years of combined experience. I'll learn actionable, real-world insights into configuration, deployment, integration, and troubleshooting. Plus, earn a Webex Academy 2024 badge, which would be a valuable addition to our team's credentials.

To make things even better, WebexOne is offering 75% off the Conference Pass PLUS Training with code WX1TRAIN75 along with hotel discounts—it's the best value I've seen for live, onsite, hands-on training.

Here is a breakdown of the expected costs:

- Event Registration: ~~\$1,199~~ \$299.75 for the Conference Pass PLUS Training

- Airfare/travel: [ADD IF APPLICABLE, \$]
- Hotel: \$275 per night plus taxes and fees
- Meals and other expenses: [ADD IF APPLICABLE, \$]
- Total: [\$\$\$]

You can find more information about the event at [WebexOne Training](#).

Going to WebexOne will help me make a bigger difference within our team and improve the use of Webex in our organization. Can I get your approval to attend this event?

Thanks - I look forward to your response!

[Your Name]