

Subject: One Section of the PS300 SCEIS Project Systems Course Announced
Audience: Finance Directors, Agency Training Coordinators, AST Leads

The SCEIS Training Team is pleased to offer one section of the two-day training class, PS300 SCEIS Project Systems on Monday and Tuesday, November 17-18, 2014. Below you will find details about the course, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

PS300 – Course Information

Course ID/Title: PS300 SCEIS Project Systems

Description: This course is intended to enable participants to understand the steps involved in Project Systems as well as enable users to perform the associated transactions. This course is also intended to enable participants to understand the reports related to Project Systems.

Pre-requisites: COR120 SCEIS Basic Overview and Navigation

Target Audience: Users with the following roles: Project Accountant and Project Manager.

PS300 – Section 02 – Fall 2014 Details

Course Date: Monday and Tuesday, November 17-18, 2014 (two-day class)

Course Time: 9:00 a.m. to 5:00 p.m. each day

Course Location:

SCEIS Training Room 202
1628 Browning Road, Columbia, SC

Users may *request enrollment* in this class using the pre-registration survey at <https://www.surveymonkey.com/s/RMC72B9>. Your survey completion is a request only. Registration is not complete until you receive an enrollment confirmation from SCEIS Training. Please review pre-requisites and schedules carefully.

If you have any questions about this message, please email them to training@sceis.sc.gov.