

Weekly Update

June 3, 2015

Subject: One Section of the PS300 Project Systems Class 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 Project Systems on Monday and Tuesday, October 12-13, 2015. Below you will find details about the class, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

PS300 – Class Information

Class ID/Title: PS300 Project Systems

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

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

Pre-requisites: Completion of the following online class:

- COR120 Enterprise Central Component (ECC) Navigation

PS300 – Section 02 – Summer/Fall 2015 Details

Class Date: Monday and Tuesday, October 12-13, 2015 (two-day class)

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

Class 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.