

Subject: SCEIS Spring 2017 Training Schedule Announced

Audience: All SCEIS Users

Twenty-seven SCEIS classes have been scheduled in February through June 2017. The calendar below provides a high-level view of the upcoming SCEIS training opportunities. For more detailed information, including how to register for a class, click the link under the title of the class. (Detailed information for each class can also be found elsewhere on the SCEIS Weekly Updates webpage at <http://www.sceis.sc.gov/page.aspx?id=230>.)

February 2017

Mon, Feb 6 (9 a.m. - 5 p.m.)

NEW! - TM400 Advanced Time and Leave Administration

[Click here for class and registration information.](#)

Tue, Feb 7 and Wed, Feb 8

Feb 7 (9 a.m. - 5 p.m.)

Feb 8 (9 a.m. - 5 p.m.)

PR217 Creating and Managing Purchase Orders

[Click here for class and registration information.](#)

Wed, Feb 15 and Thu, Feb 16

Feb 15 (9 a.m. - 5 p.m.)

Feb 16 (9 a.m. - 12 p.m.)

TM200 Time Administration

[Click here for class and registration information.](#)

Wed, Feb 22 (9 a.m. - 5 p.m.)

FM300 Funds Management

[Click here for class and registration information.](#)

Tue, Feb 28 (9 a.m. - 5 p.m.)

TM300 Leave Administration

[Click here for class and registration information.](#)

March 2017

Wed, Mar 1 and Thu, Mar 2

Mar 1 (9 a.m. - 5 p.m.)

Mar 2 (9 a.m. - 5 p.m.)

PR260 Strategic Purchasing and Contract Management

[Click here for class and registration information.](#)

Tue, Mar 7 (9 a.m. - 5 p.m.)

GL300 General Ledger Accounting

[Click here for class and registration information.](#)

Tue, Mar 14 (9 a.m. - 5 p.m.)

NEW! - PY200 Payroll Administration

[Click here for class and registration information.](#)

Wed, Mar 15 (9 a.m. - 5 p.m.)

AR300 Accounts Receivable Invoice Processing

[Click here for class and registration information.](#)

Tue, Mar 21 (9 a.m. - 5 p.m.)

OM200 Organizational Management

[Click here for class and registration information.](#)

Wed, Mar 22 and Thu, Mar 23

Mar 22 (9 a.m. - 5 p.m.)

Mar 23 (9 a.m. - 5 p.m.)

AP300 Accounts Payable Invoice Processing

[Click here for class and registration information.](#)

March 2017 (cont.)

Wed, Mar 29 and Thu, Mar 30
Mar 29 (9 a.m. - 5 p.m.)
Mar 30 (9 a.m. - 5 p.m.)

PA250 Personnel Administration

[Click here for class and registration information.](#)

April 2017

Tue, Apr 4 (9 a.m. - 12 p.m.)

ACP100 Arrears Clearing Process

[Click here for class and registration information.](#)

Wed, Apr 5 and Thu, Apr 6

Apr 5 (9 a.m. - 5 p.m.)

Apr 6 (9 a.m. - 5 p.m.)

PS300 Project Systems

[Click here for class and registration information.](#)

Tue, Apr 11 (9 a.m. - 12 p.m.)

AM300 Asset Masters and Asset Reporting

[Click here for class and registration information.](#)

Wed, Apr 12 (9 a.m. - 5 p.m.)

AM315 Advanced Asset Management

[Click here for class and registration information.](#)

Thu, Apr 13 (9 a.m. - 12 p.m.)

**REP200 Reporting with BEx and Business Objects
for HR/Payroll Users**

[Click here for class and registration information.](#)

Tue, Apr 25 (9 a.m. - 12 p.m.)

**REP200 Reporting with BEx and Business Objects
for Finance/Materials Management Users**

[Click here for class and registration information.](#)

Wed, Apr 26 (9 a.m. - 5 p.m.)

GM300 Grants Management

[Click here for class and registration information.](#)

Thu, Apr 27 (9 a.m. - 5 p.m.)

NEW! - TM400 Advanced Time and Leave Administration

[Click here for class and registration information.](#)

May 2017

Tue, May 2 and Wed, May 3

May 2 (9 a.m. - 5 p.m.)

May 3 (9 a.m. - 12 p.m.)

TM200 Time Administration

[Click here for class and registration information.](#)

Wed, May 17 (9 a.m. - 5 p.m.)

TM300 Leave Administration

[Click here for class and registration information.](#)

Thu, May 18 (9 a.m. - 12 p.m.)

CO400 Year-End Physical Inventory Closing

[Click here for class and registration information.](#)

Thu, May 25 (9 a.m. - 4:30 p.m.)

CO500 Year-End Update

[Click here for class and registration information.](#)



May 2017 (cont.)

Wed, May 31 (9 a.m. - 5 p.m.)

NEW! - PY200 Payroll Administration

[Click here for class and registration information.](#)

June 2017

Wed, Jun 7 (9 a.m. - 12 p.m.)

CO400 Year-End Physical Inventory Closing

[Click here for class and registration information.](#)

Tue, Jun 13 (9 a.m. - 4:30 p.m.)

CO500 Year-End Update

[Click here for class and registration information.](#)

If you have any questions about this SCEIS Training information, please email them to training.sceis@admin.sc.gov.