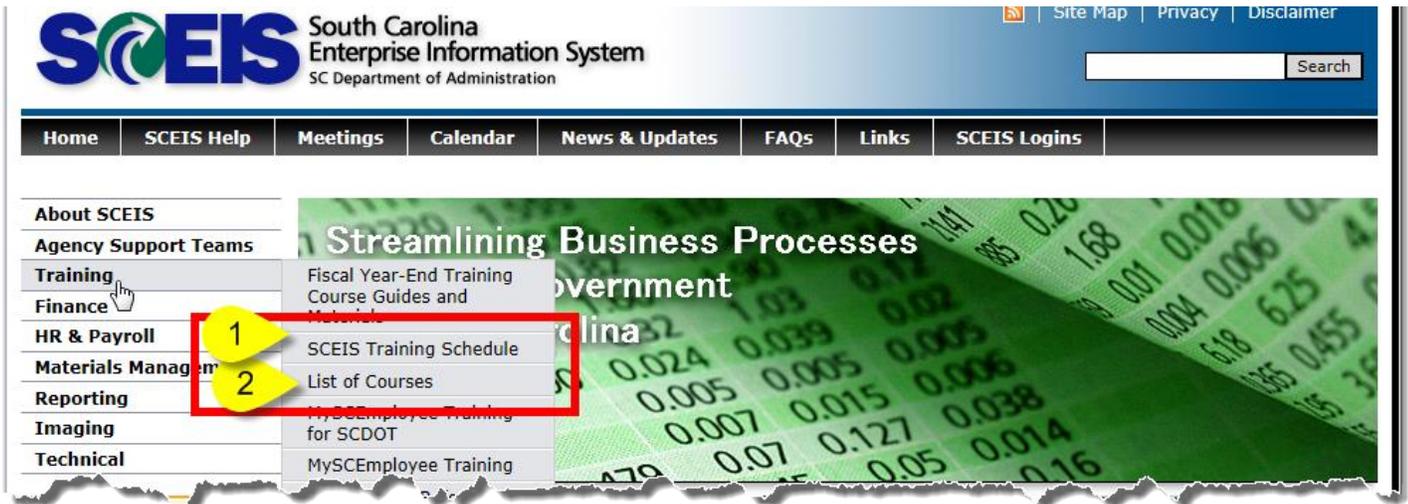


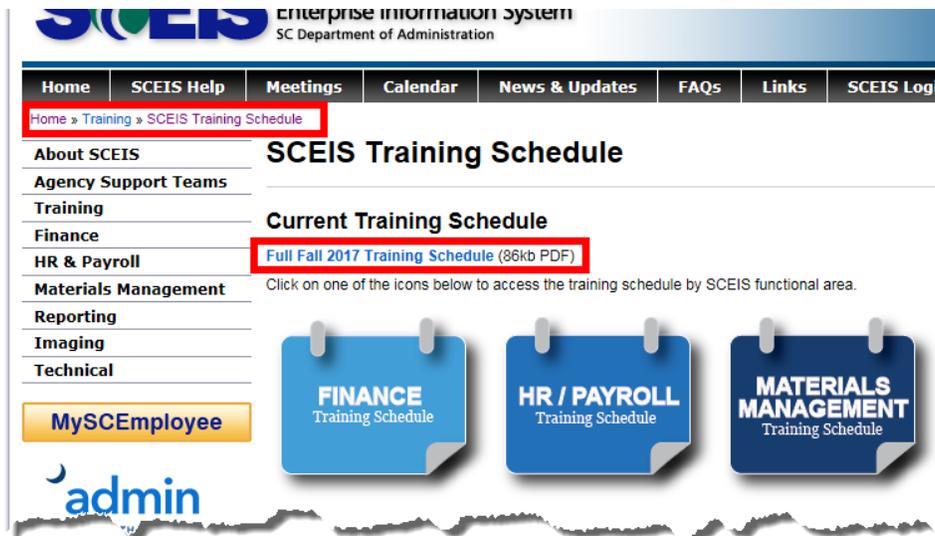
**Subject:** SCEIS Training Schedule Has an Updated Look  
**Audience:** All SCEIS Users

The SCEIS training schedule has a new look on the SCEIS website, making important training information easier to find. At [www.sceis.sc.gov](http://www.sceis.sc.gov), hover your mouse on the Training button to see two new options.

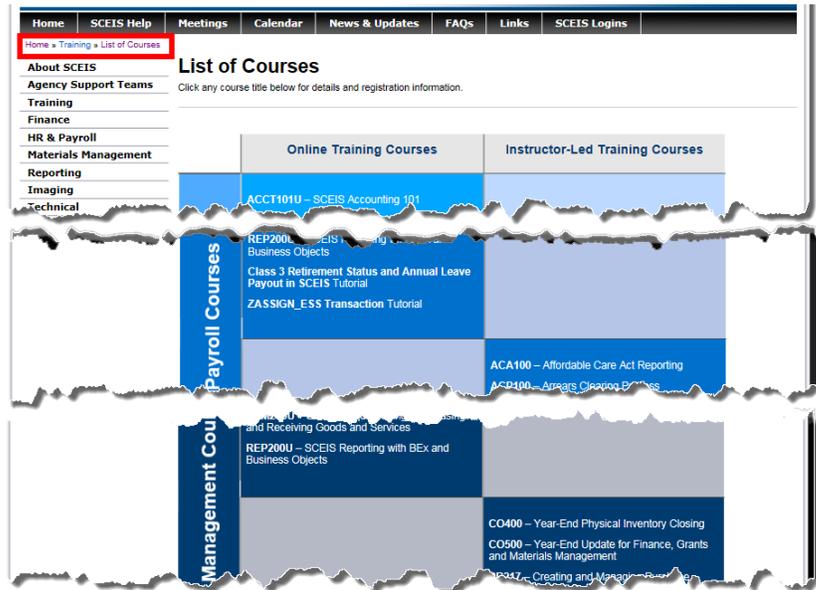
**What's New:**



**1** SCEIS Training Schedule groups courses by functional area. Click one of the icons to see dates of instructor-led classes and their related online courses. From there, you can click any course title for its *Course Information* document. There's also a link to the complete *Fall 2017 Training Schedule*.



**2** The *List of Courses* offers a table-style view of all SCEIS courses, both instructor-led and online. Click any course title for its *Course Information* document.



## What Hasn't Changed:



**3** Find classes in the *Weekly Update* and in the *Calendar*

The Fall 2017 Training Schedule is posted as usual in the *Weekly Update*. Instructor-led classes are posted at the *Calendar* tab. You can click any course title to see its *Course Information*, including:

- What the course teaches
- Who should take it
- What the pre-requisite is (if any)
- How to register for an instructor-led class, or how to launch an online class

**4** Get tips for using *MySCLearning*

The website's *MySCLearning Tools* offer detailed guide sheets to help you log in, find and register for an instructor-led course, take an online course and more. There's also information "For Managers" and "For Agencies."