

**Subject:** SCEIS Fall 2018 Training Schedule Announced  
**Audience:** All SCEIS Users

Twenty-eight SCEIS classes have been scheduled in August through December 2018. 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.

**Learn More**  
at [sceis.sc.gov](http://sceis.sc.gov)

**MySCLearning Tools**



### **August 2018**

Tue, Aug 14 and Wed, Aug 15  
Aug 14 (9 a.m. - 5 p.m.)  
Aug 15 (9 a.m. - 5 p.m.)

#### **LMS200 MySCLearning System Administrator Training**

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

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

#### **AR300 Accounts Receivable Invoice Processing**

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

Wed, Aug 22 and Thu, Aug 23  
Aug 22 (9 a.m. - 5 p.m.)  
Aug 23 (9 a.m. - 5 p.m.)

#### **PR217 Creating and Managing Purchase Orders**

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

Wed, Aug 29 (9 a.m. - 5 p.m.)

#### **OM200 Organizational Management**

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

Thu, Aug 30 (9 a.m. - 5 p.m.)

#### **LMS300 Advanced MySCLearning Administration**

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

### **September 2018**

Thu, Sep 6 (9 a.m. - 5 p.m.)

#### **GL300 General Ledger Accounting**

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

Mon, Sep 10 (9 a.m. - 5 p.m.)

#### **FM300 Funds Management**

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

Tue, Sep 11 and Wed, Sep 12  
Sep 11 (9 a.m. - 5 p.m.)  
Sep 12 (9 a.m. - 5 p.m.)

#### **PR260 Strategic Purchasing and Contract Management**

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

Thu, Sep 13 (9 a.m. - 5 p.m.)

#### **TM400 Advanced Time and Leave Administration**

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

Mon, Sep 17 (2 - 4 p.m.)

#### **HRY500 HR Year-End Time and Leave Reconciliation**

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

**September 2018** (cont.)

Tue, Sep 18 and Wed, Sep 19  
Sep 18 (9 a.m. - 5 p.m.)  
Sep 19 (9 a.m. - 5 p.m.)

**PA250 Personnel Administration**

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

Thu, Sep 20 (9 a.m. - 12 p.m.)

**REP210 Reporting with BEx for Finance/Materials Management Users**

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

Thu, Sep 20 (1:30 - 4:30 p.m.)

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

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

Tue, Sep 25 and Wed, Sep 26  
Sep 25 (9 a.m. - 5 p.m.)  
Sep 26 (9 a.m. - 5 p.m.)

**AP300 Accounts Payable Invoice Processing**

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

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

**PY200 Payroll Administration**

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

**October 2018**

Mon, Oct 1 (9:30 - 11:30 a.m.)

**HRY500 HR Year-End Time and Leave Reconciliation**

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

Wed, Oct 3 and Thu, Oct 4  
Oct 3 (9 a.m. - 5 p.m.)  
Oct 4 (9 a.m. - 12 p.m.)

**TM200 Time Administration**

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

Wed, Oct 10 and Thu, Oct 11  
Oct 10 (9 a.m. - 5 p.m.)  
Oct 11 (9 a.m. - 5 p.m.)

**PS300 Project Systems**

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

Tue, Oct 16 (9 a.m. - 12 p.m.)

**ACP100 Arrears Clearing Process**

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

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

**TM300 Leave Administration**

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

Wed, Oct 24 (9 a.m. - 1 p.m.)

**AM300 Asset Masters and Asset Reporting**

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

Thu, Oct 25 (9 a.m. - 5 p.m.)

**AM315 Advanced Asset Management**

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

Tue, Oct 30 (9 a.m. - 12 p.m.)

**ACA100 Affordable Care Act Reporting**

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



**October 2018** *(cont.)*

Wed, Oct 31 (9 a.m. - 12 p.m.)

**REP210 Reporting with BEx for HR/Payroll Users**

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

Wed, Oct 31 (1:30 - 4:30 p.m.)

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

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

**November 2018**

Thu, Nov 8 (9 a.m. - 5 p.m.)

**GM300 Grants Management**

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

Wed, Nov 28 and Thu, Nov 29

Nov 28 (9 a.m. - 5 p.m.)

Nov 29 (9 a.m. - 5 p.m.)

**LMS200 MySCLearning System Administrator Training**

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

**December 2018**

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

**LMS300 Advanced MySCLearning Administration**

[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](mailto:training.sceis@admin.sc.gov).