Subject: SCEIS Spring 2018 Training Schedule Announced
Audience: All SCEIS Users

Thirty-three SCEIS classes have been scheduled in January through June 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

MySCLearning Tools

January 2018
Wed, Jan 31 (9 a.m. - 5 p.m.)

LMS300 Advanced MySCLearning Administration
Click here for class and registration information.

February 2018
Tue, Feb 13 (9 a.m. - 5 p.m.)

FM300 Funds Management
Click here for class and registration information.

Wed, Feb 14 and Thu, Feb 15
Feb 14 (9 a.m. - 5 p.m.)
Feb 15 (9 a.m. - 12 p.m.)

TM200 Time Administration
Click here for class and registration information.

Wed, Feb 21 (9 a.m. - 5 p.m.)

GL300 General Ledger Accounting
Click here for class and registration information.

Thu, Feb 22 (9 a.m. - 12 p.m.)

REP210 Reporting with BEx for Finance/Materials Management Users
Click here for class and registration information.

Thu, Feb 22 (1:30 - 4:30 p.m.)

REP200 Reporting with Business Objects for Finance/Materials Management Users
Click here for class and registration information.

Tue, Feb 27 and Wed, Feb 28
Feb 27 (9 a.m. - 5 p.m.)
Feb 28 (9 a.m. - 5 p.m.)

PR217 Creating and Managing Purchase Orders
Click here for class and registration information.

March 2018
Thu, Mar 1 (9 a.m. - 5 p.m.)

PY200 Payroll Administration
Click here for class and registration information.

Mon, Mar 5 (9 a.m. - 5 p.m.)

TM300 Leave Administration
Click here for class and registration information.

March 2018 *(cont.)*

Tue, Mar 6 (9 a.m. - 5 p.m.)   **OM200 Organizational Management**
                                      Click here for class and registration information.

Thu, Mar 8 (9 a.m. - 5 p.m.)   **AR300 Accounts Receivable Invoice Processing**
                                      Click here for class and registration information.

Mon, Mar 12 and Tue, Mar 13   **AP300 Accounts Payable Invoice Processing**
Mar 12 (9 a.m. - 5 p.m.)   Click here for class and registration information.
Mar 13 (9 a.m. - 5 p.m.)

Wed, Mar 14 and Thu, Mar 15   **PA250 Personnel Administration**
Mar 14 (9 a.m. - 5 p.m.)   Click here for class and registration information.
Mar 15 (9 a.m. - 5 p.m.)

Wed, Mar 21 (9 a.m. - 5 p.m.)   **GM300 Grants Management**
                                      Click here for class and registration information.

Thu, Mar 22 and Fri, Mar 23   **PR217 Creating and Managing Purchase Orders**
Mar 22 (9 a.m. - 5 p.m.)   Click here for class and registration information.
Mar 23 (9 a.m. - 5 p.m.)

Tue, Mar 27 and Wed, Mar 28   **LMS200 MySCLearning System Administrator Training**
Mar 27 (9 a.m. - 5 p.m.)   Click here for class and registration information.
Mar 28 (9 a.m. - 5 p.m.)

Thu, Mar 29 (9 a.m. - 12 p.m.)   **ACA100 Affordable Care Act Reporting**
                                      Click here for class and registration information.

April 2018

Tue, Apr 3 and Wed, Apr 4   **TM200 Time Administration**
Apr 3 (9 a.m. - 5 p.m.)   Click here for class and registration information.
Apr 4 (9 a.m. - 12 p.m.)

Tue, Apr 10 (9 a.m. - 12 p.m.)   **AM300 Asset Masters and Asset Reporting**
                                      Click here for class and registration information.

Wed, Apr 11 (9 a.m. - 5 p.m.)   **AM315 Advanced Asset Management**
                                      Click here for class and registration information.

Thu, Apr 12 (9 a.m. - 5 p.m.)   **TM400 Advanced Time and Leave Administration**
                                      Click here for class and registration information.

April 2018 *(cont.)*

Tue, Apr 17 (9 a.m. - 12 p.m.) **REP210 Reporting with BEx for HR/Payroll Users**
*Registration opens February 1, 2018
Click here for class and registration information.

Tue, Apr 17 (1:30 - 4:30 p.m.) **REP200 Reporting with Business Objects for HR/Payroll Users**
*Registration opens February 1, 2018
Click here for class and registration information.

Thu, Apr 19 (9 a.m. - 12 p.m.) **ACP100 Arrears Clearing Process**
Click here for class and registration information.

Tue, Apr 24 and Wed, Apr 25
Apr 24 (9 a.m. - 5 p.m.)
Apr 25 (9 a.m. - 5 p.m.) **LMS200 MySCLearning System Administrator Training**
Click here for class and registration information.

Thu, Apr 26 (9 a.m. - 5 p.m.) **LMS300 Advanced MySCLearning Administration**
Click here for class and registration information.

May 2018

Tue, May 1 and Wed, May 2
May 1 (9 a.m. - 5 p.m.)
May 2 (9 a.m. - 5 p.m.) **PR260 Strategic Purchasing and Contract Management**
Click here for class and registration information.

Mon, May 7 and Tue, May 8
May 7 (9 a.m. - 5 p.m.)
May 8 (9 a.m. - 5 p.m.) **PS300 Project Systems**
Click here for class and registration information.

Tue, May 15 (9 a.m. - 12 p.m.) **CO400 Year-End Physcial Inventory Closing**
Click here for class and registration information.

Thu, May 17 (9 a.m. - 5 p.m.) **TM300 Leave Administration**
Click here for class and registration information.

Wed, May 23 (9 a.m. - 1 p.m.) **CO500 Year-End Update for Finance, Grants and Materials Management**
Click here for class and registration information.

June 2018

Wed, Jun 27 and Thu, Jun 28
Jun 27 (9 a.m. - 5 p.m.)
Jun 28 (9 a.m. - 5 p.m.) **LMS200 MySCLearning System Administrator Training**
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.