

## Weekly Update

*Week of February 26, 2018*

**Subject:** New Class Offering for PR217 Creating and Managing Purchase Orders on March 22-23

**Audience:** Materials Management Buyers

SCEIS is pleased to announce that an additional PR217 Creating and Managing Purchase Orders class will be offered on March 22-23. The SCEIS Team encourages buyers who create purchase orders to register for this class today!

Note: This is the last scheduled PR217 class during the Spring 2018 term. The next opportunity to take this class will not be until Fall 2018. **Please forward this message to appropriate staff members within your agency.**

### **PR217 – March 22-23, 2018 Details**

**Class Date:** Thursday and Friday, March 22-23, 2018

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

**Class Location:**

SCEIS Training Room 202

1628 Browning Road, Columbia

[PR217 Course Information and Registration Instructions](#)

If you have any questions about this message, please email [training.sceis@admin.sc.gov](mailto:training.sceis@admin.sc.gov).