SCEIS Spring 2020 Training Schedule Announced

Twenty-eight SCEIS classes have been scheduled for February through June 2020. 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.

**February 2020**

- **Tue., Feb. 4 (9 a.m.-5 p.m.)**  
  OM200 Organizational Management  
  [Click here for class and registration information.](#)

- **Wed., Feb. 5, and Thu., Feb. 6**  
  PR217 Creating and Managing Purchase Orders  
  [Click here for class and registration information.](#)

- **Tue., Feb. 11 (9 a.m.-5 p.m.)**  
  FM300 Funds Management  
  [Click here for class and registration information.](#)

- **Wed., Feb. 12, and Thu., Feb. 13**  
  PA250 Personnel Administration  
  [Click here for class and registration information.](#)

- **Tue., Feb. 25 (9 a.m.-5 p.m.)**  
  GL300 General Ledger Accounting  
  [Click here for class and registration information.](#)

**March 2020**

- **Tue., Mar. 3 (9 a.m.-12 p.m.)**  
  REP210 Reporting with BEx for Finance/Materials Management Users  
  [Click here for class and registration information.](#)

- **Wed., Mar. 4 (9 a.m.-5 p.m.)**  
  PY200 Payroll Administration  
  [Click here for class and registration information.](#)

- **Wed., Mar. 11 (9 a.m.-5 p.m.)**  
  AR300 Accounts Receivable Invoice Processing  
  [Click here for class and registration information.](#)

- **Thu., Mar. 12, and Fri., Mar. 13**  
  TM200 Time Administration  
  [Click here for class and registration information.](#)
March 2020 (cont.)
Tue., Mar. 17 (9 a.m.-12 p.m.) ACA100 Affordable Care Act Reporting
Click here for class and registration information.

Thu., Mar. 19 (9 a.m.-12 p.m.) REP210 Reporting with BEx for HR/Payroll Users
Click here for class and registration information.

Tue., Mar. 24, and Wed., Mar. 25
Mar. 24 (9 a.m.-5 p.m.)
Mar. 25 (9 a.m.-5 p.m.) AP300 Accounts Payable Invoice Processing
Click here for class and registration information.

Mon., Mar. 30, and Tue., Mar. 31
Mar. 30 (9 a.m.-5 p.m.)
Mar. 31 (9 a.m.-5 p.m.) LMS200 MySCLearning System Administrator Training
Click here for class and registration information.

April 2020
Wed., Apr. 1, and Thu., Apr. 2
Apr. 1 (9 a.m.-5 p.m.)
Apr. 2 (9 a.m.-5 p.m.) PR260 Strategic Purchasing and Contract Management
Click here for class and registration information.

Mon., Apr. 6 (9 a.m.-5 p.m.) TM300 Leave Administration
Click here for class and registration information.

Wed., Apr. 8, and Thu., Apr. 9
Apr. 8 (9 a.m.-5 p.m.)
Apr. 9 (9 a.m.-5 p.m.) PS300 Project Systems
Click here for class and registration information.

Tue., Apr. 14, and Wed., Apr. 15
Apr. 14 (9 a.m.-5 p.m.)
Apr. 15 (9 a.m.-5 p.m.) PR217 Creating and Managing Purchase Orders
Click here for class and registration information.

Thu., Apr. 16 (9 a.m.-5 p.m.) TM400 Advanced Time and Leave Administration
Click here for class and registration information.

Mon., Apr. 20 (9 a.m.-5 p.m.) LMS300 Advanced MySCLearning Administration
Click here for class and registration information.

Tue., Apr. 21 (9 a.m.-1 p.m.) AM300 Asset Masters and Asset Reporting
Click here for class and registration information.

Wed., Apr. 22 (9 a.m.-5 p.m.) AM315 Advanced Asset Management
Click here for class and registration information.
April 2020 (cont.)
Tue., Apr. 28 (9 a.m.-5 p.m.) GM300 Grants Management
Click here for class and registration information.

Wed., Apr. 29, and Thu., Apr. 30
Apr. 29 (9 a.m.-5 p.m.)
Apr. 30 (9 a.m.-12 p.m.)

TM200 Time Administration
Click here for class and registration information.

May 2020
Thu., May 7 (9 a.m.-12 p.m.)

CO400 Year-End Physical Inventory Closing
Click here for class and registration information.

Wed., May 13 (9 a.m.-5 p.m.)

TM300 Leave Administration
Click here for class and registration information.

Tue., May 19 (9 a.m.-5 p.m.)

OM200 Organizational Management
Click here for class and registration information.

Wed., May 20, and Thu., May 21
May 20 (9 a.m.-5 p.m.)
May 21 (9 a.m.-5 p.m.)

PR260 Strategic Purchasing and Contract Management
Click here for class and registration information.

Thu., May 28 (9 a.m.-12 p.m.)

CO400 Year-End Physical Inventory Closing
Click here for class and registration information.

June 2020
Wed., Jun. 3, and Thu., Jun. 4
Jun. 3 (9 a.m.-5 p.m.)
Jun. 4 (9 a.m.-5 p.m.)

PA250 Personnel 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.