

Subject: Seats are still available for the Sept. 10, 2020, REP210-WEB Reporting with BEx for Finance and Materials Management users' webinar

Audience: Finance and Materials Management reporting users

Seats are still available for the Sept. 10, 2020, RE210-WEB Reporting with BEx for Finance and Materials Management users' webinar. The SCEIS Team encourages Finance and Materials Management reporting users to register for this webinar.

This is the only REP210 live webinar scheduled this fall for Finance and Materials Management users. **Please forward this message to appropriate staff members within your agency.**

REP210 Webinar Details

Class Date: Thursday, Sept. 10, 2020

Class Time: 1–5 p.m.

Note: Please plan to attend the entire class.

Registration Instructions:

1. In Internet Explorer, use your SCEIS user ID and password to log in to SCEIS Central (<https://sceiscentrallogin.sc.gov>).
2. Click the "My Talent" tile.
3. Click the "MySCLearning" tile.
4. In the "Find Learning" tile, use the search box to type in the course ID (for example, REP210-WEB) and click "Go."
5. Find the course title and click "See Offerings."
6. Scroll down and click the "Offerings" tab to view webinar date.
7. Find the webinar date and click "Register Now."
8. At the Scheduled Offering box, click "Confirm."
9. Receive the email confirmation; view details and instructions.

If you have any questions about this message, please email training.sceis@admin.sc.gov.