

SCEIS Online Training Courses Available

As a reminder, SCEIS has 19 online training courses available 24/7, on various topics.

Accessing Online Courses:

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, ECC100V) and click “Go.”
5. Click “Start Course.”
6. Review the “Start Here” document for additional instructions.

Learn More
at sceis.sc.gov

MySCLearning Tools

Below is a list of the current online courses.

General Online Courses

ECC100V — SCEIS ECC Basic Navigation

Reporting Online Courses

BEX100V — SCEIS Reporting with BEx

BOBJ100V — SCEIS Reporting with Business Objects

Logistics (Materials Management) Online Courses

MML100V — Processes for Agency Material Master Liaisons

PR101V — SCEIS Foundations of Procurement

SPC100V — SCEIS Shopping Cart Process Overview

SPC110V — SCEIS Shopping Cart Creation

SPC120V — SCEIS Shopping Cart Approval

SPC130V — SCEIS Shopping Cart Goods Receiver — *coming soon!*

Human Resources/Payroll Online Courses

ACP100V — Arrears Clearing Process

Class 3 Retirement Status and Annual Leave Payout in SCEIS Tutorial

HR100V — Introduction to SCEIS Human Resources and Payroll

HRY500V — Year-End Time and Leave Reconciliation

TM101V — SCEIS Fundamentals of Time Administration

ZASSIGN_ESS Transaction Tutorial

SCEIS Central Online Courses

SCEIS100V — SCEIS Central Resources for All Users

SCEISM100V — SCEIS Central Resources for All Managers

SCEIS M110V — SCEIS Central Additional Resources for All Managers

SCEISTE101V — SCEIS Central Time Entry

If you have any questions about this SCEIS Training information, please email them to training.sceis@admin.sc.gov.