

Subject: Seats available for the Sept. 29-30, 2021, PY200-WEB Payroll Administration webinar

Audience: Users with the following security roles: Payroll Administrator, Benefits Administrator, HR Master Data Maintainers

Seats are still available for the Sept. 29-30, 2021, PY200-WEB Payroll Administration webinar. The SCEIS Team encourages users with the Payroll Administrator, Benefits Administrator or HR Master Data Maintainer security roles to register for this webinar.

This is the only PY200 live webinar scheduled this fall. **Please forward this message to appropriate staff members within your agency.**

PY200 Webinar Details

Class Date: Wednesday-Thursday, Sept. 29-30, 2021

Class Time: 8:30 a.m.-12:30 p.m. each day

Note: Please plan to attend the entire class and be engaged.

Registration Instructions:

1. In Internet Explorer or Google Chrome, 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, PY200-WEB) and click "Go."
5. Find the course title and click "See Classes."
6. Scroll down and click the "Classes" tab to view webinar date.
7. Find the webinar date and click "Register Now."
8. At the Class box, click "Confirm."
9. Receive the email confirmation; view the details and instructions.

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