

Subject: New SCEISM110V SCEIS Central Resources for All Managers – Additional Resources Course Now Available in MySCLearning
Audience: SCEIS Central Manager Self-Service Users

The new SCEISM110V SCEIS Central Resources for All Managers – Additional Resources course is now available in MySCLearning. SCEISM110V is an online resource library containing Quick Reference Cards (QRC) on SCEIS Central Manager Self-Service (MSS) functions that are not covered in the SCEISM100V course.

SCEISM110V contains the following QRCs:

- Manager Substitutions.
- Printing MSS Reports.
- Create a Leave Request on Behalf of an Employee.
- Record Working Time on Behalf of an Employee.
- Leave Overview on Behalf of an Employee.

Managers with a valid email address in SCEIS will receive an email from MySCLearning when SCEISM110V is automatically assigned. *This course is optional.*

For more information on the SCEISM110V course, see the [SCEISM110V Course Information document](#).

If you have any questions about this message, please email the SCEIS Training Team (training.sceis@admin.sc.gov).