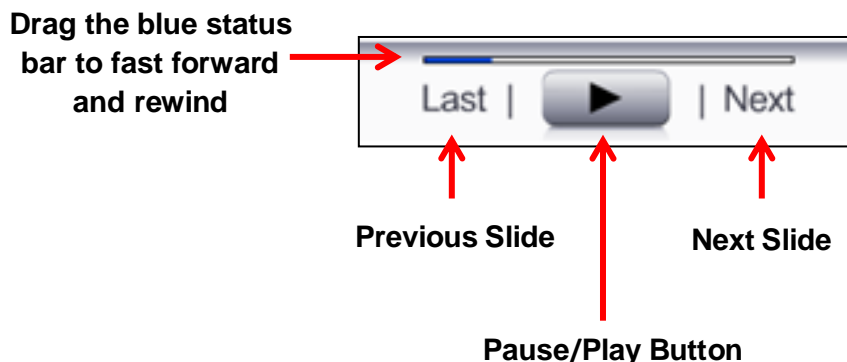# COR120U SCEIS ECC Navigation

Description

This online course familiarizes users with basic navigation in SCEIS Enterprise Central Component (ECC) to include the following: logging in, navigating the various toolbars, creating and closing a new session, adding favorite transactions, creating and ending transactions, and logging off.

Course Lessons and Timing

Lesson	Minutes Per Lesson
Course Introduction	1:10
Lesson 1 - SCEIS ECC Overview and Access	3:04
Lesson 2 - Navigating SAP Easy Access	5:20
Lesson 3 - Creating and Navigating Sessions	2:15
Lesson 4 - Favorites Folders	4:30
Lesson 5 - ECC Transactions	6:25
Lesson 6 - Help and ECC Log Off	4:59
Total	**27:03**

Course Navigation

The times above are estimates. Within the course, participants can fast forward, rewind and pause using the navigation tool at the bottom of the screen. Depending on the participant, the lesson times may be shorter or longer than those listed above.

Drag the blue status bar to fast forward and rewind

Last | ► | Next

Previous Slide

Next Slide

Pause/Play Button

Tips for Completing the Course

To get the most out of the COR120U online course:

- Take notes or print the PowerPoint version of the course found in the "Course Documents" folder in MySCLearning. Remember, you can pause the course to take notes or rewind to listen to a slide again.

- Print the course script from the "Course Documents" folder in MySCLearning.

Learn More at sceis.sc.gov

MySCLearning Tools

Accessing the Course:

1. In Internet Explorer, use your SCEIS user ID and password to log into MySCEmployee (https://myscemployee.sc.gov).
2. In the upper left area of the page, click the MySCCentral tab.
3. Click the "MySCLearning" tile.
4. In the "Find Learning" tile, use the search box to type in the course ID (COR120U) and click "Go."
5. Click "Start Course."
6. Review the "Start Here" document for additional instructions.

Note: You must complete each component of the course in the order in which it appears. Once you complete one component, the next component will be activated.