

ID	Title	Date	Pre-req
AM300	Asset Masters and Asset Reporting	Oct 24 (a.m.)	
AM315	Advanced Asset Management	Oct 25	AM300
AP300	Accounts Payable Invoice Processing	Sep 25-26	
AR300	Accounts Receivable Invoice Processing	Aug 21	
FM300	Funds Management	Sep 10	
GL300	General Ledger Accounting	Sep 6	
GM300	Grants Management	Nov 8	
PS300	Project Systems	Oct 10-11	
REP200 FI/MM	Reporting with Business Objects for FI/MM Users	Sep 20 (p.m.)	BOBJ100V
REP210 FI/MM	Reporting with BEx for FI/MM Users	Sep 20 (a.m.)	

Click on course title for additional course information.

Registration Instructions

1. Log in to MySCEmployee.
2. Click the MySCCentral tab (first-time users create a PIN).
3. Click the MySCLearning tile.
4. In the Find Learning tile, search by course ID or "SCEIS" and click "Go."

Online Courses

5. Find course title.
6. Click "Start Course."

Instructor-led Courses

5. Below the course title, click "See Offerings."
6. Find class date and click "Register Now."*
7. At the Scheduled Offering box, click "Confirm."
8. Receive email confirmation; with details and instructions.

*You must "Register Now" to reserve a seat. "Assign to Me" does not register you.

Online Courses 24/7 Access

COR120U: ECC Navigation

ACCT101U: Accounting Basics

FM300U: Funds Management

BEX100V: SCEIS Reporting with BEx

**BOBJ100V: SCEIS Reporting with
Business Objects**