

**Subject:** New Training Course REP200 - SCEIS Reporting with Business Warehouse and Business Objects

**Audience:** HR Directors, Procurement Directors, Finance Directors, AST Leads, AST Training Coordinators, SCEIS Reporting Users

The SCEIS Team is pleased to announce a new training course, SCEIS Reporting with Business Warehouse and Business Objects (REP200). Both beginner and intermediate instruction on all reporting tools, BEx/Business Warehouse (BW) and Business Objects, will be provided in this one course. REP200 will replace all current BEx/BW and Business Objects training courses.

Below are more details on the new REP200 course:

- SCEIS will offer REP200 beginning in early 2014. You will receive more information on class dates and registration in the upcoming months.
- The course will be two half-day classes scheduled several weeks apart. This will ensure users have enough time to practice the skills learned before moving on to new material.
- As in the past, the classes will be tailored for either a Finance/Materials Management audience or a Human Resources/Payroll audience. The class discussions, examples and screenshots are tailored to the audience; however, the steps are the same for all functional areas. You do not need to take the course twice, regardless of the range of your duties.
- Class is conducted in the production environment using the participant's own user ID. During class, participants begin building their own libraries of reports that are specific to their needs. Users must have security access to both Business Warehouse and Business Objects.

For users who already have a good understanding of Business Objects, SCEIS will continue to offer BOBJ300 Intermediate Business Objects during the transition. Any course materials in uPerform will continue to be available until system changes make them obsolete.

For questions regarding this message, email [training@sceis.sc.gov](mailto:training@sceis.sc.gov).