

**Subject:** Register Today for SCEIS 2014 Grants Fiscal Year-End Training in May  
**Audience:** AST Leads, Agency Training Coordinators, Finance Directors

The SCEIS Team is pleased to invite Grants users involved in fiscal year-end closing functions to join us for Grants year-end training workshops in May. The three-hour Year-End Workshop for Grants users will be presented twice to offer you schedule options. The content is the same for both sessions. Complete details about the workshop, including session dates, location, description and a registration link are included below.

### **CO500 Year-End Closing Workshop - Grants**

**Target Audience:** All SCEIS Grants users involved in fiscal year-end closing functions.

**Description:** This three-hour Year-End Closing workshop will both address the overall year-end closing process and provide an update on changes for this fiscal year. Whether this is the first time you have used SCEIS to close out a fiscal year or you have done it in years past, this one workshop should meet your needs.

#### **CO500A-01 (For Grants Users):**

**Date:** Thursday, May 8

**Time:** 9:00 a.m. to 12:00 p.m.

**Location:** SCEIS Training Room 202, 1628 Browning Road, Columbia, SC

**Driving Directions:** <http://www.sceis.sc.gov/location.aspx?id=1>

#### **CO500A-02 (For Grants Users):**

**Date:** Thursday, May 8

**Time:** 1:30 p.m. to 4:30 p.m.

**Location:** SCEIS Training Room 202, 1628 Browning Road, Columbia, SC

**Driving Directions:** <http://www.sceis.sc.gov/location.aspx?id=1>

To register for one of the above sessions, complete the registration form at <https://www.surveymonkey.com/s/8T9S25F>. SCEIS is also offering year-end training for Finance and Materials Management as well as Grants. Registration information for year-end training can be found on the SCEIS Weekly Updates page at <http://www.sceis.sc.gov/page.aspx?id=230>. If you have any questions about this message, please email [Training@sceis.sc.gov](mailto:Training@sceis.sc.gov).