

Subject: Reminder: Sign-up Today for 2013 Fiscal Year-End Training in May
Audience: AST Leads, Agency Training Coordinators, Finance Directors,
Procurement Directors, HR Directors

Don't forget—the SCEIS Team is offering year-end training for all users involved in fiscal year-end closing functions later this month. Sign up today to secure your spot!

Complete details about each workshop, including location, description and a registration link are included below. [Click here](#) to view additional year-end dates and notes from the Comptroller General's Office and the SCEIS Team, presented in the Friday, April 26, [User Group](#) meeting.

CO500 Year-End Closing Workshop

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

Description: This single, one-day 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.

Date: Wednesday, May 22

Time: 9:00 a.m. to 5:00 p.m.

Location: Peebles Auditorium, SC DHEC, 2600 Bull Street, Columbia

Driving Directions: <http://www.sceis.sc.gov/location.aspx?id=13>

Registration Link: <https://www.surveymonkey.com/s/N7N7XHT>

CO500A Grants Year-End Closing Workshop

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

Description: This half-day workshop will focus on the needs of grants managers. It will address various points for grants managers to consider at year-end, such as special reporting needs, closing a grant budget, creating a new grant, and carrying forward a prior year's budget.

Date: Thursday, May 23

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

Location: Peebles Auditorium, SC DHEC, 2600 Bull Street, Columbia

Driving Directions: <http://www.sceis.sc.gov/location.aspx?id=13>

Registration Link: <https://www.surveymonkey.com/s/8T9S25F>

If you have any questions about this message, please email Training@sceis.sc.gov.