

Subject: Seats available for the April 12-13, 2023, TM200 Time Administration class
Audience: Time Administrators

Please forward this message to time administrators in your agency.

Seats are still available for the April 12-13, 2023, TM200 Time Administration class. The SCEIS Team encourages time administrators to register and attend this class.

This is the last TM200 class scheduled this spring.

TM200 Details

Class Date: Wednesday, April 12 and Thursday, April 13, 2023

Class Time: 9 a.m. to 5 p.m., April 12

9 a.m. to noon, April 13

Note: Please plan to attend the entire class.

Registration instructions:

1. In Chrome, use your SCEIS user ID and password to log in to SCEIS Central (<https://sceiscentrallogin.sc.gov>).
2. Click the "My Talent" tile.
3. Click the "MySCLearning" tile.
4. In the "Find Learning" tile, use the search box to type in the course ID (TM200) and click "Go."
5. Find the course title and click "See Classes."
6. Scroll down and click the "Classes" tab to view class dates.
7. Find the class date you prefer and click "Register Now."
8. At the Registration box, click "Confirm."
9. Receive email confirmation, view details and instructions.

If you have questions, please training.sceis@admin.sc.gov.