

From: sceis-ast@sceis.sc.gov
To: Finance Directors, Budget Directors
Subject: UPDATED COURSE CODE - FM and GM Module Enhancement Training (FMGM100)

Please note, the course code has been updated under the registration instructions.

Beginning July 1, 2025, the South Carolina Department of Administration (Admin) will launch enhancements to SCEIS Funds Management (FM) and Grants Management (GM) modules for a more user-friendly experience and to streamline and improve business processes for state finance, budget and grant users. The enhancements are in direct response to agency feedback. The enhanced modules will simplify business processes, make it easy to obtain and report data, improve data accuracy and create a foundation for increased transparency into agency funds and grants management.

To prepare users for these July 1 enhancements, **Admin will host FM/GM Enhancements Overview online training sessions April 29 and May 1.** Users only need to attend one training session.

This online training is crucial to understand how the enhancements impact finance, budget and grant users. In the FM/GM Enhancements Overview trainings, users will learn:

- How to manage the budget for the entire lifecycle of a grant.
- FM Availability Control (AVC) features.
- GM Availability Control (AVC) features.
- How to view and run new reports for budget balances.

To participate in this training, **users must register through MySCLearning in SCEIS Central** (instructions below).

FM/GM Enhancements Overview Training

- **April 29, 2025, 2-4 p.m.**
- **May 1, 10 a.m.-noon**

FM/GM Enhancements Overview Training 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 enter in the course ID (**FMGM100**) and click “Go.”

5. Find the course title (FM/GM Enhancements Overview) and click “See Classes.”
6. Scroll down and click the “Classes” tab to view the online training dates.
7. *Below the meeting date, click “Register Now.”
8. At the Registration box, click “Confirm.”
9. Receive an email confirmation.
If you do not receive a registration confirmation email after registering, email SCEIS Training at training.sceis@admin.sc.gov.
10. SCEIS Training will send the link and login instructions to registered participants approximately two business days before the training session.
***The same session is offered multiple times. Users only need to register for one session.**

If you have any questions, please email budgetenhancements@admin.sc.gov.