Finance Training Schedule Fall 2021



ID	Title	Date	Pre-req
AM300-Web	Asset Masters and Asset Reporting	Oct. 19 (p.m.)	
AM315-Web	Advanced Asset Management	Oct. 20-21 (p.m.)	AM300
AP300-Web	Accounts Payable Invoice Processing	Oct. 5-7 (a.m.)	
AR300-Web	Accounts Receivable Invoice Processing	Sept. 22-23 (p.m.)	
FM300-Web	Funds Management	Oct. 26-27 (a.m.)	
GL300-Web	General Ledger Accounting	Sept. 8-9 (p.m.)	
GM300-Web	Grants Management	Nov. 16-17 (a.m.)	
REP210-Web	Reporting with BEx for FI/MM Users	Sept. 9 (a.m.)	SCEIS validat

Click on course title for additional course information.

Registration Instructions

1.	Log in to SCEIS Central
	(https://sceiscentrallogin.sc.gov/).

- 2. Click the My Talent tile.
- 3. Click the MySCLearning tile (first-time users create a PIN).
- 4. In the Find Learning tile, search by course ID or "SCEIS" and click "Go."

Online Courses

- 5. Find course title.
- 6. Click "Start Course."

Instructor-led Courses

- 5. Below the course title, click "See Offerings."
- 6. Select class date and click "Register Now."*
- 7. At the Scheduled Offering box, click "Confirm."
- 8. Receive email confirmation with details and instructions.

*You must "Register Now" to reserve a seat. "Assign to Me" does not register you. Online Courses 24/7 Access tion

Bex100V: Reporting with BEx

BOBJ100V: Intro to Reporting with BOBJ

ECC100V: ECC Navigation

MySCLearning Tools are available at <u>http://www.sceis.sc.gov.</u> For additional assistance contact the <u>SCEIS Help Desk.</u>