

SPC130V SCEIS Shopping Cart Goods Receiver

Description

This online course teaches shopping cart goods receivers how to:

- Understand the Goods Receiver roles and responsibilities.
- Understand conditions to creating a MIGO goods receipt.
- Create a MIGO goods receipt and a partial MIGO goods receipt.
- Perform a cancellation and a return delivery.
- Create a blanket purchase order MIGO goods receipt.
- Search for a MIGO goods receipt document.

Prerequisites

- SPC100V SCEIS Shopping Cart Process Overview online course. Click [here](#) for more information on SPC100V.

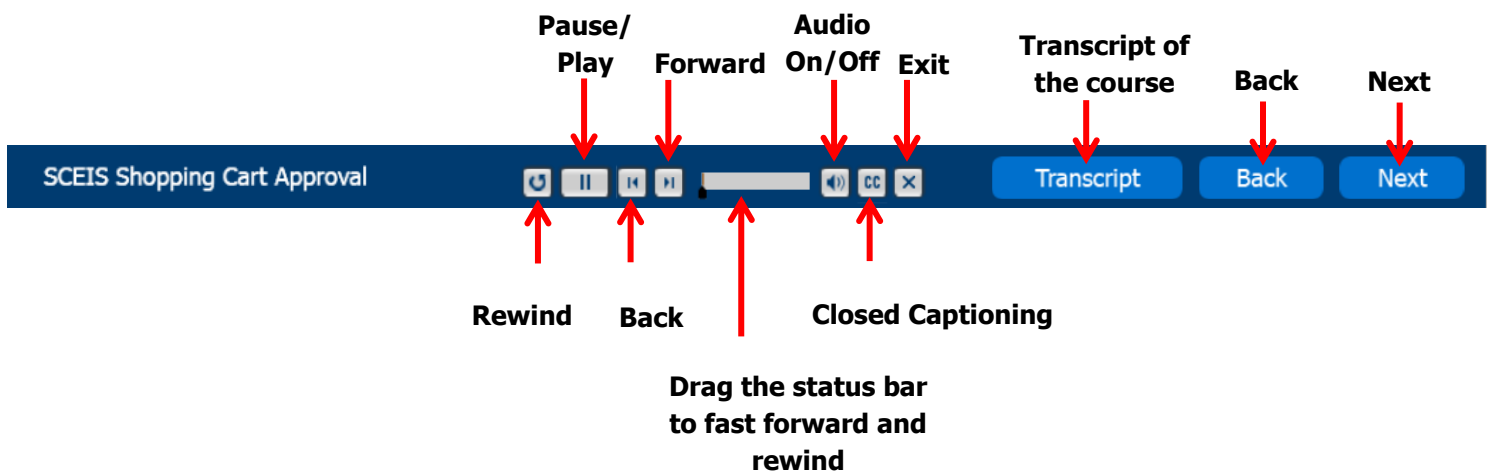
Course Modules and Timing

MIGO goods receipt processes can be performed in either SRM or ECC, depending on your role. This course demonstrates how to perform these processes in both systems. When prompted in the course, pick the system demonstration you wish to view.

Module	Minutes Per Module SRM Path	Minutes Per Module ECC Path
Module 1 – MIGO Goods Receipt Basics	3:18	3:18
Module 2 – MIGO Goods Receipt	17:40	18:27
Module 3 – Partial MIGO Goods Receipt	13:07	14:19
Module 4 – MIGO Goods Receipt Cancellation	14:20	11:05
Module 5 – MIGO Goods Receipt Return Delivery	14:40	14:56
Module 6 – Blanket PO MIGO Goods Receipt	11:52	12:11
Module 7 – Search for a MIGO Goods Receipt Document	8:10	8:38
Module 8 – Helpful Tips and Best Practices	9:16	9:05
Total	Approx. 1 hr 33 mins	Approx. 1 hr 32 mins

Course Navigation

The times above are estimates. In some modules, there are opportunities for participant interaction such as reviewing and practicing processes. Within the course, participants can fast forward, rewind and pause using the navigation tool at the bottom of the screen. Depending on the participant, the lesson times may be shorter or longer than those listed above.



Tips for Completing the Course

To get the most out of the SPC130V online course:

- Take notes or print the script found in the “Course Documents” folder in MySCLearning. Remember, you can pause the course to take notes or rewind to listen to a slide again.

Accessing the Course:

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 **View My Learning** tile.
4. In the **Find Learning** tile, use the search box to type in the course ID and click **Search**.
5. Click **Start Course**. If you do not see **Start Course**, you have not completed the prerequisite.
6. Review the **Start Here** document for additional instructions.

Note: You must complete each component of the course in the order in which it appears. Once you complete one component, the next component will be activated.

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MySCLearning Tools

