UNIVERSITY OF WYOMING
FINANCIAL AFFAIRS TRAINING BULLETIN

HOW TO REGISTER:

Enroll by clicking on the link for each training and "Enroll" within the course offering. Trainings may be added directly to your calendar by clicking on "Add to Calendar" after enrolled in the course (in Completion Status section).

UPCOMING INSTRUCTOR-LED COURSES:

Financial Management Onboarding Training

Financial Management Onboarding Training

When: Tuesday, June 7th from 8:00 a.m. – 12:00 p.m.
Where: via ZOOM
What it Covers:
This training provides an introductory-level training on the financial processes, policies, and procedures that employees with a financial responsibility should be aware of in their positions. Any employee with financial responsibility is encouraged to attend.

Account Analysis Report Training (Understanding the Columns)

Account Analysis Training

When: Thursday, June 9th from 1:30 p.m. – 3:00 p.m.
Where: via ZOOM
What it Covers:
The Financial Affairs team offers a training focused on the Account Analysis report to provide more detailed information on how to read and understand the data in the report. Please note, this training does not cover pivot tables.

Using Power Query to Create a Budget to Actuals Report

When: Wednesday, June 15th from 1:00 p.m. – 4:00 p.m.

Where: via ZOOM

What it Covers:

This course will teach basic Power Query functions to UW users. The end product will be a report template that presents data in the same format at the Board of Trustees' financial reports enabling campus users to quickly analyze their General Ledger expenditures. Power Queries are a powerful way to 'wrangle' data from multiple sources into a useable format.

Using Power Query to Create a Budget to Actuals Report