



WYOCLOUD PIVOT TABLES, WORKING SESSION & QUARTERLY SYSTEM UPDATE

Greetings,

The WyoCloud team wanted to send the below reminders:

WyoCloud Pivot Tables Training

The next WyoCloud Pivot Tables training is this week:

Thursday, May 9, 10:00-11:30AM, ITC 171

This workshop will cover how to use basic pivot table features to analyze and interpret your data and additional features to further leverage the Account Analysis Report. The session will conclude with a chance to explore your own data and ask questions. You can sign up for this training on [WyoLearn](#).

Individualized Assistance

The WyoCloud team offers *Individual Working Sessions*. Working Sessions allow for one-on-one and small group support to answer questions or just be available for reference as you work through WyoCloud related tasks. Currently, separate work sessions are available for HCM-related and finance-related transactions. The upcoming sessions are:

HCM Individual Working Session – Friday, May 10, 10:00-11:30AM, ITC 173

HCM Individual Working Session – Wednesday, May 22, 2:00-3:30PM, ITC 173

Financial Management Individual Working Session – Thursday, May 23, 10:00-11:30AM, ITC 173

All sessions are available for registration in the [Employee LearnCenter's Course Catalog](#). Either search Individual Working Session or browse the full catalog to WyoCloud then Financial Management or HCM subcategories.

System Update

WyoCloud Financial Management & HCM will be down for a quarterly system update beginning Friday, May 17 at 5:00 p.m. through Monday, May 20 at 8:00 a.m. During this time, the system will be unavailable.

Please be sure to log out of the system by 5:00 p.m. on Friday, May 17.

The maintenance and update schedule can be found [here](#). It is recommended users add these dates to their calendar.

Best,

The WyoCloud Team

Contact Information

The WyoCloud Team
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Need help with WyoCloud?
Contact the UW Help Desk
766-4357, Option #1
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