

University of South Carolina Bursar's Office Training Opportunities

Class Title	Description	Location	Date	Time
101 - Basic Banner Navigation	How to navigate in Banner INB	516 Main St	Click here	9am-11am
102 - Reading a Banner Account	What is all this stuff on the account and what does it mean?	516 Main St	Click here	9am-11am
101 - AR Reports (formerly Data Warehouse)	Navigating Data Warehouse and using warehouse A/R reports	516 Main St	Click here	9am-10:30am
101 - PeopleSoft Depositor Training	How do I make a deposit?	516 Main St	Click here	10am-11am

Training by Appointment		
103 - Mass Charge Upload	How do I upload charges to student accounts?	call Kim Fraser at 777-3571 to set up apt.
103 - Mass Charge Upload for Non-Students	How do I bill outside, third-parties?	call Kim Fraser at 777-3571 to set up apt.

Specific dates for the classes above are available online on the Professional Development training calendar - [Click here](#)
Once you select your date, you will be taken to a page to register for that class.

Participants are required to attend Basic Banner Navigation and Reading a Student Account prior to attending Mass Charge Upload.

Trainings are held in the 516 Main St Training Room, Room 116, unless otherwise noted. Please come to the Student Customer Service Area at 516 Main St. and let them know you are there for training.