



## Upcoming Account Analysis Report & Fund Balance Training Opportunities

Please see below upcoming training opportunities:

### Account Analysis Report In-Depth Training

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. The next training is scheduled for:

**Wednesday, February 10<sup>th</sup> from 2:00 p.m. – 4:00 p.m. via ZOOM**

Employees can register in the [Employee LearnCenter's Course Catalog](#). Click on Course Catalog in the left panel and at the top of the course catalog in the search box, search for "Account Analysis." Click on the first result and enroll in the course. Zoom information will be sent out to registered users the day before the training session.

Please note, this training does not cover pivot tables. We encourage users to attend a PivotTables class and/or the WyoCloud PivotTables class prior to attending this training. Those trainings are available for registration through the IT training catalog:

<http://uwittraining.uwyo.edu>.

### Fund Balance Training

This training session will cover how to view fund balance (i.e., beginning year net position) for accounts that carry a balance (ex. Designated Operating) from year to year. This training will aid campus end-users in budgeting their fund balance and tracking the balance throughout the year. The next training session is scheduled for:

**Tuesday, February 23<sup>rd</sup> from 10:00 a.m. – 12:00 p.m. via ZOOM**

Employees can register in the [Employee LearnCenter's Course Catalog](#). Click on Course Catalog in the left panel and at the top of the course catalog in the search box, search for "Fund

Balance.” Click on the first result and enroll in the course. Zoom information will be sent out to registered users the day before the training session.

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### **Contact Information**

Financial Affairs  
Room: Old Main Room 113  
Phone: (307) 766-4340  
Fax: (307) 766-6762

[financialaffairs@uwyo.edu](mailto:financialaffairs@uwyo.edu)  
[www.uwyo.edu/administration/financial-affairs](http://www.uwyo.edu/administration/financial-affairs)

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