



Upcoming Account Analysis Report & Fund Balance Training Opportunities

Please see below upcoming training opportunities:

Account Analysis (WyoCloud) Pivot Tables Training

This workshop will cover how to use basic pivot table features to analyze and interpret your WyoCloud Financial Management account and budget data. It also includes additional features to further leverage the Account Analysis report. We focus on using pre-built end-of-month financial spreadsheets and do not cover how to export data directly from WyoCloud Financial Management. The next training is scheduled for:

Tuesday, June 1st from 1:30 p.m. – 3:00 p.m. via ZOOM

A direct link to the course is here: [Account Analysis WyoCloud Pivot Tables Training](#). Select the type of offering you wish to enroll in from the Available Offerings dropdown. Additionally, employees can use the search feature to find available learning items by searching for keywords like “Account Analysis.”

After enrolling in an offering, employees should add the training to their calendar by clicking on “Add to Calendar” next to the enrollment. The meeting invitation will include the zoom information that users will need.

Account Analysis Report Training (Understanding the Columns)

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, June 16th from 1:00 p.m. – 3:00 p.m. via ZOOM

Employees can register for the course in WyoCloud Financial Management, within the Learning App under My Profile. A direct link to the course is here: [Account Analysis Training](#). Select the type of offering you wish to enroll in from the Available Offerings dropdown. Additionally,

employees can use the search feature to find available learning items by searching for keywords like “Account Analysis.”

After enrolling in an offering, employees should add the training to their calendar by clicking on “Add to Calendar” next to the enrollment. The meeting invitation will include the zoom information that users will need.

Please note, this training does not cover pivot tables. We encourage users to attend a PivotTables class and/or the WyoCloud PivotTables class. Basic PivotTable trainings are available for registration through the IT training catalog: <http://uwittraining.uwyo.edu>.

Fund Balance Training

This training 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:

Thursday, June 24th from 1:00 p.m. – 3:00 p.m. via ZOOM

Employees can register for the course in WyoCloud Financial Management, within the Learning App under My Profile. A direct link to the course is here: [Fund Balance Training](#). Select the type of offering you wish to enroll in from the Available Offerings dropdown. Additionally, employees can use the search feature to find available learning items by searching for keywords like “Fund Balance.”

After enrolling in an offering, employees should add the training to their calendar by clicking on “Add to Calendar” next to the enrollment. The meeting invitation will include the zoom information that users will need.

If you have any questions on these courses, please contact Kaylyn Greenawalt at kgreenaw@uwyo.edu.

Contact Information

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