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:

Using Power Query to Create a Budget to Actuals Report
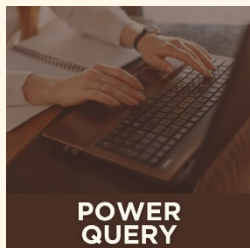
POWER QUERY

[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.

Account Analysis (WyoCloud) Pivot Tables Training

PIVOT TABLES

When: Tuesday, July 12th from 1:30 p.m. – 3:00 p.m.
Where: via ZOOM
What it Covers:
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. The training focuses on using pre-

WyoCloud Pivot Tables Training	*built end-of-month financial spreadsheets and does not cover how to export data directly from WyoCloud Financial Management.*

Fund Balance Training

Fund Balance Training

When: Thursday, July 14th from 10:00 a.m. – 11:30 a.m.
Where: via ZOOM
What it Covers:
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.