University of Wyoming

Financial Affairs Training Bulletin

Fund Balance Training

Tuesday, January 23rd from 9:30 a.m. – 11:00 a.m.
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.

Financial Management Onboarding Training

Wednesday, January 24th from 8:30 a.m. – 12:00 p.m.
This training provides an introductory-level training on the financial processes, policies, and procedures that employees with a financial responsibility should be aware of in their positions. Any employee with financial responsibility is encouraged to attend.

Account Analysis (WyoCloud) Pivot Tables Training

Wednesday, January 31st from 2:00 p.m. – 3:30 p.m.
This workshop will cover how to use basic pivot table features to analyze and interpret your WyoCloud account and budget data. It also includes additional features to further leverage the Account Analysis report. The training focuses on using pre-built end-of-month financial spreadsheets and does not cover how to export data directly from WyoCloud.

Please note that sign up for this course is located in the UW IT Training Catalog.

Account Analysis Report Training (Understanding the Columns)

Thursday, February 1st from 1:30 p.m. – 3:00 p.m.
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. Please note, this training does not cover pivot tables. We encourage users to attend a Pivot Tables class and/or the WyoCloud Pivot Tables class.

Course Registration:

To register for one these instructor-led courses, please click on the title of the training. From there, select “Enroll” within the available offerings. After enrollment, courses may be directly added to your calendar by clicking on “Add Calendar” in the Completion Status Section.

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