



UNIVERSITY OF WYOMING

FINANCIAL AFFAIRS TRAINING BULLETIN

Power BI: Navigating UW Reports Training



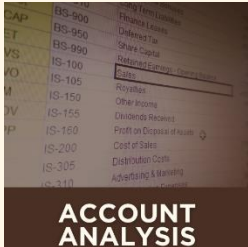
POWER BI

Tuesday, April 9th from 9:00 a.m. – 10:30 a.m.

This training covers how to access and interact with various University of Wyoming reports and data dashboards through Microsoft's Power BI platform. The goal of the course is to teach the skills needed to navigate and interpret interactive Power BI reports.

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

WyoCloud Account Analysis Training



**ACCOUNT
ANALYSIS**

Wednesday, April 17th from 1:30 p.m. – 3:00 p.m.

Understanding the Columns & PivotTables will now be covered together!

This training will provide detailed information on how to read and understand the data in the WyoCloud Financial Management Account Analysis report, and then examine how to use basic Excel pivot table features to analyze and interpret the data. We focus on using the pre-built end-of-month financial spreadsheets and do 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.

Financial Management Onboarding Training



Tuesday, May 21st from 8:00 a.m. – 11:00 a.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.

Fund Balance Training



Wednesday, May 22nd from 9:00 a.m. – 10:30 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.

Course Registration in WyoCloud Learning:

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.

Contact Information:

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