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Subject: SCEIS Call - MSS Updates
Location: LOCATION CHANGE - LARGE CONFERENCE ROOM
When: 11/15/2012 10:00:00 AM - 11:00:00 AM

SCEIS is rolling out some updates for Manager Self Service Module. We will dial in and listen to the preso together on Nov 15. Please feel free to join if your schedule permits! ☺

-- MSS Updates
-- **10:00 a.m. - 11:00 a.m., Thursday, November 15, 2012**
-- Electronic meeting via conference call and Live Meeting

As a "Caller," you will receive, by the day of the meeting:

- The **MINI-GUIDE** and **QRCs** (*scroll down to the bottom of this message*)
- The **CONFERENCE-CALL INSTRUCTIONS**
- A link for the **LIVE MEETING LOG-IN**

Please review the following materials, and have them available when you attend your Live Meeting workshop:

MSS Enhancement: Two-Step Process for Approving Leave Requests in MSS

A one-page QRC: http://sceis.sc.gov/documents/QRC--Approving_Leave.pdf

MSS Enhancement: Improvements to the MSS Working Time Screen

A five-page Mini-Guide: http://sceis.sc.gov/documents/MSS_Mini_Guide--Approve_Working_Time_Screen_Improvements.pdf

ESS Enhancement: Understanding Error Messages in ESS Time and Leave Request Entry

A 1-page QRC: http://sceis.sc.gov/documents/ESS_QRC--Understanding_Time_and_Leave_Entry_Errors_and_Warnings.pdf

All of these materials are also linked in the SCEIS Weekly Update which was distributed Oct 29 and posted on the SCEIS website: <http://sceis.sc.gov/page.aspx?id=230>.