

SUBJECT: iStrategy Procurement Reports Training Guide Available

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ANNOUNCEMENT

The iStrategy Procurement Reports Training Guide is now available at http://www.usg.edu/gafirst-fin/documents/iStrategy_Procurement_Reports_Training.pdf. This guide provides instructions on Procurement Reports, a new Briefing Book in the iStrategy Standard Report Catalog (as of June 2011).

Navigation:

The guide is located on the GeorgiaFIRST website on the iStrategy webpage under Job Aids and Related Documentation: <http://www.usg.edu/gafirst-fin/istrategy/>

SUPPORTING DOCUMENTATION

N/A

MORE INFORMATION AND SUPPORT

For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service support website at http://www.usg.edu/customer_services. (This service requires a user ID and password. E-mail helpdesk@usg.edu to obtain self-service login credentials.)

ADDITIONAL RESOURCES

For information about ITS maintenance schedules or Service Level Guidelines, please visit <http://www.usg.edu/oit/policies>. For USG services status, please visit <http://status.usg.edu>.