

**ON-DEMAND  
PEOPLESOFT  
FINANCIALS TRAINING**

Access PeopleSoft Financials v9.2 training courses specifically designed for USG and GeorgiaFIRST audiences anytime, anywhere you have an Internet connection.

**ONLINE, SELF-PACED**

Learn PeopleSoft Financials online at your own pace. Average course completion times range from 1-3 hours. Take the course, practice exercises, and take quizzes as many times as you'd like!

# GeorgiaFIRST Online Courses

*Earn Continuing Professional Education (CPE) Credits*



GeorgiaFIRST offers PeopleSoft Financials v9.2 courses on-demand—online training anywhere, anytime via D2L Brightspace!

To enroll:

1. Complete the enrollment form on the next page. Submit a ticket to [support@usg.edu](mailto:support@usg.edu) and attach the form with the subject line: Enrollment for GeorgiaFIRST Online Courses.
2. Once enrolled, you will receive notification and login instructions, as well as beginning and ending course access dates.
3. Upon successful completion of the end-of-course assessment, you will receive a training certificate indicating your continuing education credits earned.

## Available Courses

Introduction to PeopleSoft Financials v9.2

Query Course 1: Introduction to PeopleSoft Financials Web Query

Query Course 2: Creating a Basic Query

Query Course 3: Adding Selection Criteria

Query Course 4: Using Run-Time Prompts

Query Course 5: Using Aggregates

Query Course 6: Joining Tables in Your Queries

Asset Management Course 1: Introduction to Asset Management

Asset Management Course 2: Creating Assets Manually

Asset Management Course 3: Integrating Asset Management with Purchasing and Accounts Payable

Asset Management Course 4: Working with Existing Assets

More information, including full course descriptions, are available back on the homepage: [here](#).

## Online GeorgiaFIRST Training Enrollment Form

Complete the enrollment form below. Then, submit a ticket to [support@usg.edu](mailto:support@usg.edu) and attach the form with the subject line: Enrollment for GeorgiaFIRST Online Courses.

All Online GeorgiaFIRST Training is hosted through D2L Brightspace (USG Train). After you have enrolled, you will receive notification and instructions on how to log in and access the training.

***Please complete all fields:***

Name:	
Institution:	
Email Address:	
Business Phone:	
Job Title:	

***Please select the course(s) you want to enroll in:***

	Course Name	Hours
	Introduction to PeopleSoft Financials v9.2	3.0
	Query Course 1: Introduction to PeopleSoft Financials Web Query	1.5
	Query Course 2: Creating a Basic Query	2.5
	Query Course 3: Adding Selection Criteria to a Query	3.5
	Query Course 4: Run-Time Prompts	1.5
	Query Course 5: Using Aggregates in Your Queries	0.5
	Query Course 6: Joining Tables in Your Queries	2.0
	AM Course 1: Introduction to Asset Management	1.5
	AM Course 2: Creating Assets Manually	3.5
	AM Course 3: Integrating Asset Management with Purchasing and Accounts Payable	6.5
	AM Course 4: Working with Existing Assets	6.5