

Alyce Ghedi	862-6307
CIS Help Desk	845-8300
Beverley Rose	458-3279



FAMIS Training
Thursday, April 4, 2013
AGLS 132 (12:00 – 1:00 p.m.) &
Horticulture & Forest Science Building, Lab: HORT 119X
 For directions to lab location, go to http://oal.tamu.edu/Lab_Information/Lab_Locations/index.php

12:00 noon	Welcome/Introductions Working Lunch	Alyce Ghedi
12:05 p.m.	Requisitions & HUB	Noel Mason &/or DeeAnn Schneider
1:00 p.m.	Leave for HORT 119X	
1:30 p.m.	Preliminary Fixed Assets/Fixed Assets	Cyndie Michalak
2:00 p.m.	EPA	Joe Corn
2:30 p.m.	Approver/Signer, Canopy & Department Budget Transfers (DBR's)	Gwen Tucker
3:30 p.m.	Limited Exempts Receiving Invoicing Department Corrections (DCR's)	Kim Payne " " "