**Finance and Operations**

**Upcoming Training Schedule**

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| Class | Date | Time | Location | Instructor(s) |
| Effort Certification | 11/17/15 | 10:00 – 12:00 Noon | 820 910 Madison | Michal Davis |
| Invoice/Internal Transfers/WBS Cost Transfers | 11/18/15 | 10:00 – 12:00 Noon | 820 910 Madison | Linda Brown, Geraldine Anderson |
| Grant Reporting | 11/18/15 | 2:00 – 4:00 PM | 820 910 Madison | Brenda Murrell |
| Travel | 11/19/15 | 10:00 – 12:00 Noon | 820 910 Madison | Linda Crouch, Linda Brown |
| UT Market Place (Shopping Cart) | 11/20/15 | 9:30 – 12:00 Noon | GEB B107 | Michelle Newman, Donna Daniel, Dianne Holmes |
| Departmental Deposits | 11/24/15 | 9:00 – 10:30 AM | 820 910 Madison | Byron Porter |
| IRIS Navigation and Overview | 12/2/15 | 9:30 – 11:00 AM | 820 910 Madison | Betty Lee Pace |
| UT Market Place (Shopping Cart) | 12/16/15 | 9:30 – 12:00 Noon | GEB B107 | Michelle Newman, Donna Daniel, Dianne Holmes |
| UT Market Place (Shopping Cart) | 12/17/15 | 1:30 – 4:00 PM | GEB B107 | Michelle Newman, Donna Daniel, Dianne Holmes |