# Administrative Systems Classes

<table>
<thead>
<tr>
<th>September</th>
<th>October</th>
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<tbody>
<tr>
<td>9/5</td>
<td>10/9</td>
</tr>
<tr>
<td>Campus KRONOS Timekeeping</td>
<td>Managing Accounts with Oracle</td>
</tr>
<tr>
<td>9/6</td>
<td>10/9</td>
</tr>
<tr>
<td>Introduction to Oracle Administrative Systems</td>
<td>Surplus Property System</td>
</tr>
<tr>
<td>9/7</td>
<td>10/10</td>
</tr>
<tr>
<td>Overview of the Oracle Finance System</td>
<td>How to Request Oracle Responsibilities through ACF</td>
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<tr>
<td>9/11</td>
<td>10/10</td>
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<tr>
<td>How to Request Oracle Responsibilities through ACF</td>
<td>Tracking Payroll and Costing Actions with the Oracle Administrative Systems</td>
</tr>
<tr>
<td>9/12</td>
<td>10/11</td>
</tr>
<tr>
<td>Essentials for Creating and Submitting Payment Requests</td>
<td>Introduction to Oracle Administrative Systems</td>
</tr>
<tr>
<td>9/13</td>
<td>10/11</td>
</tr>
<tr>
<td>Understanding Oracle General Ledger and GL Reporting</td>
<td>Understanding Oracle Grants Accounting</td>
</tr>
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<td>10/12</td>
</tr>
<tr>
<td>Tracking Payroll and Costing Actions with the Oracle Administrative Systems</td>
<td>Overview of the Oracle Finance System</td>
</tr>
<tr>
<td>9/14</td>
<td>10/16</td>
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<tr>
<td>Surplus Property System</td>
<td>Understanding Oracle Grants Accounting</td>
</tr>
<tr>
<td>9/18</td>
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<tr>
<td>HR Reporting: Retrieving, Viewing, and Exporting HR Data</td>
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<tr>
<td>9/19</td>
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<tr>
<td>Essentials for Creating and Submitting Requisitions</td>
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<tr>
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<td>Effort Reporting: From New to Certified</td>
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<tr>
<td>9/21</td>
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<tr>
<td>GL Journal Entries</td>
<td>Retroactive: What You Need to Know about Payroll and Costing</td>
</tr>
<tr>
<td>9/26</td>
<td>10/23</td>
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<tr>
<td>Requisitions and Payment Requests: Tracking and Follow Up</td>
<td>GA Inquiry and Reporting</td>
</tr>
<tr>
<td>9/27</td>
<td>10/24</td>
</tr>
<tr>
<td>WAM and the Workflow Officer</td>
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<tr>
<td>9/28</td>
<td>10/26</td>
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<td>12/4 Managing Accounts with Oracle</td>
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