From: Pattie Grela
Subject: Purchasing Training Class
Date: Thursday, October 11, 2007 9:39:57 AM

Subject: PURCHASING TRAINING CLASS

Message No: 9

A Purchasing Training Class focused on how to generate requisitions in Datatel's Colleague Financial System is being offered for new users on:

Tuesday, November 6, 2007

1:00 – 4:00 pm

(Combined - Beginning & Intermediate)

D.O. Muir campus Z-505

If you are interested in attending, please RSVP to this email. You will receive a confirmation during the last week of October.

It is our intent to use this distribution list to transmit information and updates related to the Procurement module of SDCCD's Colleague Financial system, as well as the general purchasing of goods and services. These notices are directed to Initiators, Approvers, and Receivers and will be issued from time to time. We invite you to peruse our website http://bussrv.sdccd.edu/purchasing/ which has information for employees and vendors.