Training [1]

Learn how to purchase and pay for goods and services and how to travel and process travel reimbursements. For a list of training requirements and access request forms, please visit http://www.cu.edu/psc/policies/access-training-requirements [2].

CU Marketplace

Purchasing and payment processing in the University’s eProcurement system.

CU Marketplace Learning Resources [3]

Booking Travel

Booking trips for employees and non-employees, identifying travel arrangers, and updating traveler profiles.

Booking Travel Learning Resources [4]

Reconiling Non-Employee Travel

Processing travel and other reimbursements for non-employees.

Reconiling Non-Employee Travel Learning Resources [5]

Reconiling Employee Travel

Processing travel and other reimbursements for employees.

Reconiling Employee Travel Learning Resources [6]

Reconiling Procurement Card

Allocating SpeedTypes and other processing for Procurement Card expense reports.

Reconiling Procurement Card Learning Resources [7]

Related Links

There are many online courses [8] related to procurement and travel.

Source URL: https://www.cu.edu/psc/training

Links
[1] https://www.cu.edu/psc/training
[2] https://www.cu.edu/psc/policies/access-training-requirements