

## SSB Online Purchasing Requisition Training

Date: October 23, 2014

Time: 2:30-4:00 pm

Place: E-lab in the Library



Please register for the next SSB Online Purchasing Requisition Training class via Cornerstone <https://msm.csod.com> before Thursday, October 16.

In order to attend this training class, the Banner Approval Queue set-up form must be completed and emailed to [Finance\\_Security@msm.edu](mailto:Finance_Security@msm.edu) no later than 10/16 to ensure access during the training class. The form is also located on MSM Connect Finance Page under Banner Financial. If you have any questions, please contact: [purchasing@msm.edu](mailto:purchasing@msm.edu)