

**From:** [State Accounting - Internal Controls](#)  
**To:** [Hartley, Ramona](#)  
**Subject:** Required Pre-Audit Training  
**Date:** Friday, April 22, 2011 4:35:18 PM

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State Accounting	
Required Pre-Audit Training	Today's Date: 4/22/11
	
Dear Ramona,	
State Accounting has identified additional dates for the required pre-audit training class. You are only required to take ONE 2 hour class offered during April, May and July. University and State College pre-auditor's and pre-auditor's outside of Lincoln are not required to take the training at this time.	
Class times for May and July are posted on our web site at <a href="http://www.das.state.ne.us/accounting/nis/internal_control.html">http://www.das.state.ne.us/accounting/nis/internal_control.html</a> . Read the class dates/times/location carefully to ensure you are registering for the correct class.	
These will be the last classes offered for this training; if you do not register for one of these classes, your authority to conduct pre-audit is at risk.	
The main focus of the training will be the A/P Pre-Audit Voucher report, but other issues we have seen will also be discussed. There should also be time for you to ask questions. Please bring examples of documents to class when you have a specific issue that you would like to have answered.	
If you have any questions, please let me know.	
Lynda Roesler State Financial & Operation Controls State Accounting State Capitol Bldg., Room 1309; Lincoln NE 68509 Phone: 402.471.7737 <a href="http://www.das.state.ne.us/accounting/">www.das.state.ne.us/accounting/</a>	
Note: This email was sent to the State Accounting Pre-Auditors list. Please share with those in your area who may need to be made aware of this information.	
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