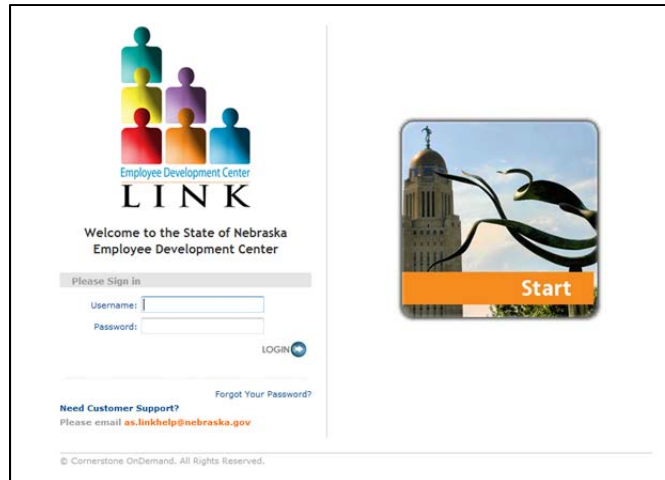


Signing Onto the Employee Development Center

First you will need to access the LINK Employee Development Center sign on page.

Go to:

- <https://nebraska.csod.com>, or
- <https://link.ne.gov> and click on the **Employee Development Center** button.



Your Username

At the sign on screen enter your Username. You can use any of the following:

- Your employee number
- Your Payroll & Financial Center username
- Your work email address (@nebraska.gov)

Your Password

If you have previously signed on use the password you set up. If you do not remember your password click the "Forgot Your Password" link.

If you have not ever signed onto the LINK Employee Development Center use Password1* as your default password. You will then be asked to do the following:

- Create a new password
- Enter a contact phone number
- Set up two security questions in the event you forget your password

Your Home Page

From your home page you can browse for training or search for a specific training by using the Search field in the upper right.

For example, if you wish to take an Accounts Payable training class you can type accounts payable in the search field and press Enter.

Your search results will be listed. For more information and/or to register for training click on the title of the training.

A second window will open providing details of the training including when the next sessions are offered. To register for a session click the **Request** button next to it.

EnterpriseOne Accounts Payable
Event | Administrative Services | 7 hours 0 min

The Accounts Payable functions provide the tools to complete tasks such as tracking expenditures, maintaining and analyzing supplier information, and processing vouchers. It supports the agencies' need for accurate and timely payables that follow standardized procedures but also allow the agencies to select options that are unique to their organization. This course also includes expending agency Intrastate Billing Transaction processes (formerly ITD).

Details
Event Number: 65E1AP1012010
Objectives:

- Track expenditures
- Maintain and analyze supplier information
- Process vouchers

Accreditation / Training Standard: Not Applicable
Continuing Education Units (CEU): 0.7
Subject(s): Financial, All Training, EnterpriseOne Training
Training Contact: BRIAN SVIK brian.svik@nebraska.gov
(Tel) 402-471-1407

Available: All

Select the session link to view the details and assign the session. (1 Results)

Sessions	Locator Number	Seats	Waitlist	Options
65E1AP1012011004 11/3/2011 (Thursday) 11/3/2011 (Thursday) 8:30 AM CST 4:30 PM CST State of Nebraska Training Room Location File (TRAINING ROOM RESOURCES), Administrative Services Training Facilities, Location: State Building Division, State Building Division - Nebraska State	2015	8	0	Request