



Information Announcement

BSC Knowledge Expo – Save the Date!

August 19, 2019

We hope that you will join us at the BSC for our Knowledge Expo on Wednesday, **September 18, 2019 from 8:30 a.m. – 12:30 p.m.** at Building 5 of the State Campus.

The morning will kick-off with a continental breakfast and a demo of the new BSC website and help center that was developed based on your feedback. After that, we have two tracks of workshops, one for finance that will focus on new SFS tools and our Human Resources staff will focus on helping your agency save time and ensure your employees are paid properly and receive all the benefits they can. And as always, we will be ready to help you with any specific issues you may be experiencing.

Here's a quick glimpse of what you'll learn at the Knowledge Expo!

Finance:

- What's new in the SFS travel enhancements that came out this summer and a sneak peek into what is coming next.
- Purchase faster! Learn how to avoid common errors so you can get what you need when you need it.
- How you can use the new eSettlements process in SFS so the BSC can pay your vendors on time, earn early payment discounts for your agency and minimize prompt payment interest.

Human Resources:

- Tips on making sure your hourly and salaried employees are aware of all the benefits to which they're entitled.
- Advice on how to avoid the over/under payment of employees in traineeships.
- When to save time by using HCM templates for LATS-NY timekeeper requests.
- Simple ways to reduce timesheet errors to ensure employees' miscellaneous payments get paid on time.

We will send the full conference flyer soon. We're looking forward to talking with you on the 18th!