

## Finance Foundational and Role Based Learning Programs

Below is a summary of the GA@WORK Finance Learning Programs and the estimated time to complete each.  
For more details on courses and Learning Programs, visit the [GA@WORK Resource Library](#).

Role	Courses in Learning Program <i>eLearning</i>   <i>Instructor Led</i>	Est. Hours
<b>Foundational Learning Programs</b>		
Employee	<i>Basic Navigation + ESS + Mange My Learning</i>	2.5
Manager	<i>Basic Navigation + HCM Overview + Introduction to Reporting + ESS + MSS + Talent Management + Performance Management + Learning + Recruiting for Managers + Onboarding Setup</i>	8
<b>Role Based Learning Programs</b>		
Accountant & Accounting Operations Lead	<i>Finance Overview + <u>Financial Accounting I</u> + <u>Financial Accounting II</u> + EIB Journal Launch + Financial Allocation Pools</i>	6
Accounting Configurator & Allocation Pool Accountant	<i>Finance Overview + Financial Allocation Pools + Financial Allocations</i>	2
AP Data Entry Specialist	<i>Finance Overview + <u>Manage Accounts Payable I</u> + <u>Manage Accounts Payable II</u></i>	5.5
AR Operations Lead	<i>Finance Overview + <u>AR Operations Leads</u></i>	4
Award Contract Specialist & Approver, Sponsored Program Manager	<i>Finance Overview + <u>Grants Management</u></i>	4.5
Banking Reconciliation Specialist	<i>Finance Overview + <u>Banking &amp; Settlement Management</u></i>	5

## Finance Foundational and Role Based Learning Programs

Below is a summary of the GA@WORK Finance Learning Programs and the estimated time to complete each.  
For more details on courses and Learning Programs visit the [GA@WORK Resource Library](#).

Role	Courses in Learning Program <i>eLearning</i>   <i>Instructor Led</i>	Est. Hours
<b>Role Based Learning Programs</b>		
<i>Budget Analyst, Executive, Manager, Planner &amp; Enterprise Budget User, OPB</i>	<i>Finance Overview + <u>Financial Budget Management</u></i>	5.5
Business Asset Accountant & Business Asset Tracking Specialist	<i>Finance Overview + <u>Business Assets I</u> + <u>Business Assets II</u></i>	5
Customer Billing, Payment & Refund Specialists	<i>Finance Overview + <u>Customer Payment &amp; Billing Specialists</u></i>	4.5
Expense Data Entry Specialist	Expense Management	1
Procurement & Spend Settlement Specialists	<i>Finance Overview + <u>Banking &amp; Settlement Management</u></i>	5
Project Hierarchy Manager & Project manager	<i>Finance Overview + <u>Project Management</u></i>	3.5
Supplier Liaison	<i>Finance Overview + <u>Supplier Liaisons</u></i>	4.0
1099 Specialist	<i>Finance Overview + 1099 Overview</i>	1.5