When are eCommerce training sessions offered?

Tell Me

Initial training
1. Initial training sessions are typically offered on the first Wednesday of every month from 2:00-3:30 p.m. in the Reese Building, Room 211.
2. View the current training schedule on the eCommerce training web page.

Annual training
1. Annual training occurs during the spring/summer months and is scheduled through the e-Commerce department.
2. Contact the eCommerce department for more details.

Note
Annual eCommerce training is required under PCI DSS and the University’s Payment (Credit/Debit) Card Processing Procedures for all campus merchants.

Related FAQs

- May credit card information be stored in files or documents on my computer?
- When are eCommerce training sessions offered?
- Where do I get the required eCommerce reports to reconcile electronic payments?
- Are there fees associated with processing credit cards?
- Do I have to make a deposit for card transactions that process at the bank?