



DISCOVER OUR LATEST OFFERINGS: FOUR COURSES, FOUR DIFFERENT AREAS - HAVE YOU TAKEN THEM YET?

FAST courses encompass a range of fiscal topics, ensuring that UK employees have continuous access to reliable and pertinent information to enhance their job performance. FAST's recent releases cover a variety of areas! Check them out for your next FAST course!*

- [The Cost Distribution Entry Model \(CDEM\)](#) course explains the purpose of CDEM and how it is utilized. The course also covers how to access it, the different roles for users, as well as the various functions within CDEM such as commitments, distributions, AVC checks and workflows.
- [Fiscal Year-End Close](#) reviews the “Fiscal Year-End” process and why it is important. It also covers key topics such as accurate reporting, proper planning for deadlines and your role in the process.
- [Discretionary Funds](#) discusses the roles and responsibilities for discretionary funds, as well as their sources and purpose. It also covers topics such as how to determine when a cost center is discretionary, and the different categories of the policy when pertaining to discretionary funds.
- [Faculty Advancement: Appointments](#) covers the policies and procedures that govern faculty appointments, the timeline for appointing a new faculty member, the components of academic appointments, the faculty database, CDEM, distribution of effort (DOE), as well as faculty leave policies.

**Currently, FAST courses cannot be completed more than once for program credit. Please check your Learning History to ensure you are not repeating courses.*



FAST COMPLIANCE REMINDER - CHECK YOUR COMPLIANCE STATUS

Participants and supervisors, there are now **43 DAYS** remaining in the current compliance cycle ending on December 31, 2024. Mandatory participants are required to complete **TWO (2) UNIQUE** FAST courses by the deadline.

FAST PRO TIPS:

- You have three ways to find FAST courses:
 - 1.) Navigate to your [Learning Plan](#) in myUK Learning, click on it and then click CHOOSE COURSES.
 - 2.) Visit the [FAST Library](#) to view a list of all available courses and easily add them to your [Learning Plan](#).
 - 3.) Visit the [FAST website](#) for a list of all FAST courses with direct links. Just click on the course to open and complete it.
- To support your learning, each course also has [a handout and a Quick Reference Guide \(QRG\)](#) with important highlights and links.
- Currently FAST courses cannot be repeated for credit. Take a few moments to view your [Learning History](#) to ensure you take new courses you have not previously completed.
- Remember to consider any upcoming holidays and planned leave to give yourself time to meet the deadline.

Do you have a course suggestion? Use [this form](#) to send us your ideas!