

SEMA4 Self Study Training registration available in ELM

SEMA4 Payroll courses are offered as Self Study modules. They provide hands-on learning and practice in the User Training database, at your own pace, at your workstation, at any time. All training is available at no cost.

All of SEMA4 Payroll courses have been moved to Enterprise Learning Management. You are now able to register for any SEMA4 Payroll Self Study courses by following the steps below:

To enroll for this training:

- Go to the [Self-Service](#) website
- Select the Enterprise Learning Mgmt (ELM) folder
- Select the Enterprise Learning Mgmt (ELM) component
- On the 'Search for the Learning' section, enter the course name
- Select 'Search'

Payroll related Self Study modules available:

- SEMA4 Overview (G10SEMA4PS100)
- Deductions (G10SEMA4PS300)
- Direct Deposit (G10SEMA4PS310)
- Mass Time Entry and Labor Distribution (G10SEMA4PS320)
- Adjustments (G10SEMA4PS340)
- Leave Accounting (G10SEMA4PS350)
- Taxes in SEMA4 (G10SEMA4PS360)
- Garnishments (G10SEMA4PS370)
- Employee Business Expense (G10SEMA4PS400)

Questions?

Feel free to reach out to Ann Voronin at ann.voronin@state.mn.us

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