

QSS Customer Education



Welcome to the QSS/OASIS Core Financial Seminar

You're invited to attend this one-day seminar at Kern County Superintendent of Schools, offered by QSS Users Group Finance/Personnel Committee.

This seminar will present a demonstration of the QSS Core Financial Software, its basic operation and the enhancements added to it as of the most recent QCC release.

When is it?

Tuesday, May 15, 2012, from 9:00 am to 4:00 pm (PDT).

Who might be interested?

Chief Business Officials; Accounting Supervisors and Clerks; Budget Managers and Clerks; Technical Support; anyone else interested in QSS/OASIS Core Financial software.

Why attend?

This seminar will provide a good overview for both new and experienced users of the software. An overview of the following modules will be covered:

- Chart of Accounts Field Maintenance and Beginning Balances
- Financial Account Structure, Clearing Rules, and Field Relationship Tables
- Account Lookup and Account Maintenance
- General Ledger Transaction Maintenance (FI0002), including Journal Entries, Cash Deposits and Cash Transfers
- Budget Maintenance, including Budget Transfers, transfers from Budget Development and transfers from Position Control
- Standard Accounts Receivable (GLAR "no invoicing" version)
- If time permits: Allocation of Indirect Costs, Account Summarization, and other Core Financial topics

What does it cost to attend this seminar?

- **\$25** for each participant attending the seminar employed by organizations that are current QSS Users Group Finance/Personnel Committee members
- **\$250** for each participant who are not current members of the QSS Users Group Finance/Personnel Committee

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What do I need to do to register?

- Complete the registration form included with this flyer and return it to **QSS** no later than **Tuesday, May 1, 2012**.
- Include with the registration form, a check for the appropriate amount for each participant attending the seminar.
- Payment should be made to Quintessential School Systems and mailed to the following address

Quintessential School Systems
867 American Street – 2nd floor
San Carlos, CA 94070

How do I get to the seminar?

The seminar will be held at Kern County Superintendent of Schools office:
1300 17th Street
Bakersfield, CA 93301
Contact: **Priscilla Quinn, 661.636.4732**

Please complete the registration form included with this flyer.

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Registration Form QSS/OASIS Core Financial Seminar

Please register the following people from my organization for the **Core Financial Seminar** at Kern CSoS, on **Tuesday, May 15, 2012** from **9:00 am** to **4:00 pm**.

County Offices of Education should submit the names of all individuals wishing to register from their county on one form.

Organization Name _____

Contact Name: _____ Telephone: (____) _____

Email: _____

- | | |
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| 1. _____ | 9. _____ |
| 2. _____ | 10. _____ |
| 3. _____ | 11. _____ |
| 4. _____ | 12. _____ |
| 5. _____ | 13. _____ |
| 6. _____ | 14. _____ |
| 7. _____ | 15. _____ |

1. Registrations will be accepted on a first-come first-served basis using the date of the postmark.
2. Registrations are limited to 15 participants per customer organization.
3. Stand-by registration will be taken on a space-available basis only. The applicable Registration Fee must accompany your stand-by registration form. You will be notified approximately one week prior to the seminar if there is room.
4. You may substitute others in place of the listed individuals, if a listed person is unable to attend. **No refunds** will be made for cancellations.
5. Your check **must** accompany this registration form to reserve seats for the seminar.

If you have any questions, contact **Yolanda De La Paz** at **650.598.9500, ext. 600**.

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Stand-by Registration Form QSS/OASIS Core Financial Seminar

Please place the following people from my organization on stand-by for the **QSS/OASIS Core Financial Seminar** at Kern CSoS, on **Tuesday, May 15, 2012** from **9:00 am** to **4:00 pm**.

Organization Name _____

Contact Name: _____ Telephone: (____) _____

Email: _____

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|----------|-----------|
| 1. _____ | 9. _____ |
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| 5. _____ | 13. _____ |
| 6. _____ | 14. _____ |
| 7. _____ | 15. _____ |

NOTE: If you have any particular topics or questions for the QSS presenter to address during this seminar, please email them in advance to will@qss.com.