

QSS Customer Education



Welcome to the QCC & SACS Webinar

The **QCC & SACS** webinar, sponsored by the QSSUG Finance/Personnel Committee, will demonstrate how to use QSS/OASIS financial software in conjunction with the California Department of Education's (CDE) SACS software.

When is it?

Tuesday, **May 17, 2016** from **10:00 am to 12 noon** (Pacific).

Who might be interested?

Chief Business Officials; Budget administrators and staff; Business Services staff; Technical Support staff; other staff interested in learning more about using QSS/OASIS with CDE's SACS software.

Why attend?

The **QCC & SACS** webinar covers:

- Maintaining Rollup codes in the QSS/OASIS Chart of Accounts module
- Using report ACX120 as a cross-reference of local account strings to CDE SACS accounts
- Requesting QSS/OASIS financial reports using the SACS Rollup codes
- Requesting SACS export files for Interim/Actuals/Budget reporting
- Transferring SACS export files to your PC using QSSXFR and importing into the State software
- Examining the format of the data files
- Refreshing the QSS/OASIS field relationship tables with updates from CDE
- Answering questions from the audience as time allows

What does it cost to attend this webinar?

- **Members** of the **QSSUG F/P Committee**: no charge; **compliments** of the Committee.
- **Non-members** of the **F/P Committee**: **\$250** per registration must be **pre-paid**. Mail a check payable to:

**Quintessential School Systems
867 American Street, 2nd Floor
San Carlos, CA 94070**

If you don't know if your organization is a member of the **F/P Committee**, please contact your technology support staff, or contact an **F/P Committee co-chair** (Catherine Hawes, CatherineH@sutter.k12.ca.us or Lisa Knight, LKnight@ccoe.net).

Will this webinar be recorded?

This webinar is scheduled to be recorded for later viewing. It takes a few days to process the recording and make it available in QCC. Within approximately one (1) week of the live broadcast, you'll be able to view it by clicking the link on the QCC "Help+Video" menu.

How to register?

Participants must self-register. To self-register:

- Please use the link on this page to register. You can also find this flyer posted on the QSSUG listserv and at www.qss.com.
- **After registering**, you'll automatically be approved and you'll receive a confirmation email from the registration site once you complete the registration.
 - Please carefully check that you've provided your correct email address
 - If this is your first time registering for a **QSS** webinar, please verify with your email administrator that you're allowed to receive emails from these registration sites -- CitrixOnline.com and GoToMeeting.com
- **QSS** will give the F/P Committee co-chairs a list of all webinar registrants to verify membership status. Co-chairs will contact any registrant who may have checked the wrong membership status.
 - **Non-members of the F/P Committee**: Mail a **\$250** check per registration, payable to:

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Please reference the name and date of the webinar on your check.

- The **deadline for registrations** is **9:00 am** (Pacific), **Tuesday, May 17, 2016**. Registrations won't be accepted after this time.

You can use **one registration** for a group of people who will view the webinar together on a single computer (either a stand-alone computer or one connected to projection equipment).

How to attend online?

Once you've registered, you'll receive a confirmation email with all the information you need. Leading up to the webinar, you'll also get reminder emails.

Webinar materials are available on the QSS/OASIS Webinars page of the Secure Support Area (SSA) around 24-48 hours prior. If you don't know how to access the **QSS** SSA, please check with your organization's technology support staff.

If you have additional questions about which equipment you need, or how to attend, please email Mike Smith at mike@qss.com.

Register now by clicking the link below:

<https://attendee.gotowebinar.com/register/3870843154143318787>

Please be sure to check your email for your registration confirmation.