

# **QSS Customer Education**



## **Welcome to the QSS/OASIS Accounts Payable Seminar**

**You're invited to attend this one-day seminar at Merced COE, offered by the QSS Users Group Finance/Personnel Committee.**

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

### ***When is it?***

**Wednesday, September 12, 2012, from 9:00 am to 4:00 pm (PDT).**

### ***Who might be interested?***

Chief Business Officials; Accounts Payable Supervisors and Clerks; Technical Support Staff; anyone else interested in the QSS/OASIS Accounts Payable System.

### ***Why attend?***

This seminar provides a good overview for both new and experienced users of the software. The overview covers the following modules:

- Vendor Maintenance and Vendor Lookup
- AP Batch Maintenance
- PO Payments, Pay Vouchers, Travel Claims and Credit Memos
- Estimated Payables and Payables Payments
- Revolving Cash
- 1099 Transaction Maintenance
- Accounts Payable Reports

### ***What does it cost?***

**\$25** for each participant attending the seminar employed by organizations that are current QSS Users Group Finance/Personnel Committee members, or **\$250** for non-members.

### ***How do I register?***

- **Complete the registration form included with this flyer and return it to QSS no later than Wednesday, August 29, 2012.**
- Include with the registration form a check for the appropriate amount for each participant attending the seminar

### ***How do I get there?***

The seminar will be held in **Room J-2** at: Merced County Office of Education, 632 West 13<sup>th</sup> Street, Merced, CA 95341. Contact: Ubence Quevedo at (209) 381-5950.