

# QSS Customer Education



## ***Welcome to the Beginning Fixed Assets Webinar***

The **Beginning Fixed Assets** webinar, sponsored by the QSSUG Purchasing, Stores and Fixed Assets (PSFA) Committee, will provide end-users with an introduction to the QSS/OASIS Fixed Assets module.

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

Thursday, **October 8, 2015** from **10:00 am** to **12 noon** (Pacific).

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

Purchasing Administrators and staff; Business and Accounts Payable Administrators and staff; Warehouse Administrators and staff; Technical Support staff; other staff interested in an introduction to the QSS/OASIS Fixed Assets module from an end-user perspective.

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

The **Beginning Fixed Assets** webinar covers:

- Searching for Fixed Assets records using various search criteria
- Using the Grid Output feature
- Adding, Copying and Deleting Fixed Assets records
- Maintaining and changing Fixed Asset records
- Running Fixed Assets reports

### ***What does it cost to attend this webinar?***

- **Members** of the QSSUG PSFA Committee: no charge; **compliments** of the Committee.
- **Non-members** of the PSFA 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 **PSFA Committee**, please contact your technology support staff, or contact a **PSFA Committee co-chair** (Linda Crawford, [LCrawford@stancoe.org](mailto:LCrawford@stancoe.org) or Keri Pintches, [KPintches@orangeusd.org](mailto:KPintches@orangeusd.org)).

### ***Will this webinar be recorded?***

This webinar is scheduled to be recorded for later viewing. The QSSUG PSFA Committee co-chairs will email members of the QSSUG PSFA Committee the link to the recording 2-3 days following the live broadcast.