

QSS Customer Education



Welcome to the QSS/OASIS Fiscal Year Transition Tasks Seminar

You're invited to attend this one-day seminar at Sacramento COE, offered by QSS.

The **QSS/OASIS Fiscal Year Transition Tasks** seminar provides instruction on tasks required to close out one fiscal year and begin a new year, briefly covering each of the QSS/OASIS software systems mentioned below. This seminar is primarily designed for experienced users, with opportunities for Q & A with the **QSS** presenter. The latest QCC version will be used.

When is it?

Wednesday, May 2, 2012, from 9:00 am to 4:00 pm (PDT)

Who might be interested?

Business Services, Accounts Payable, Accounts Receivable, Stores (Warehouse), Human Resources, Payroll, Retirement, and Information Systems

Why attend?

Get informed on **ALL** of the tasks required to transition into the new fiscal year for the following QSS/OASIS systems: **Core Financial, Accounts Payable and Receivable, IBM, Stores (Warehouse), Payroll, Position Control, Retirement, Absence Tracking, Benefits Management, Job History, and System Security.**

What does it cost to attend this seminar?

- **\$250** for each participant attending the seminar.

What do I need to do to register?

- Complete the registration form included with this flyer and return it to **QSS no later than April 18, 2012.**
- Include with the registration form a PO or check for **\$250** for each participant attending the seminar.

How do I get to the seminar?

The seminar will be held at Sacramento COE:

10474 Mather Boulevard

Mather, CA 95655

Contact: **Marie Wagnon, 916.228.2343**

Map: see <http://www.scoe.net/about/maps/index.html> for a map to Sacramento COE.

Please complete the registration form included with this flyer.

Registration Form
QSS/OASIS Fiscal Year Transition Tasks Seminar
Wednesday, May 2, 2012 from 9:00 am to 4:00 pm

Please register the following people from my organization for the **QSS/OASIS Fiscal Year Transition Tasks Seminar** at Sacramento COE, on **Wednesday, May 2, 2012** from **9:00 am to 4:00 pm**.

Organization Name _____

Persons attending: (Please list name and title for each person)

_____ Title _____

_____ Title _____

_____ Title _____

Contact Name _____ Telephone # _____

Contact Email Address _____

(Provide email address QSS will use to confirm registration form & purchase order or check were received.)

Required: Purchase Order # _____ or Enclosed Check # _____

1. Three (3) individuals per customer may register for this **QSS** seminar. If more than three want to participate, please list their names below. You will be notified on or after Thursday, April 19, 2012, if any vacancies occur.
2. Cost is **\$250.00 per person** to attend the seminar.
3. 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 received **after Wednesday, April 18, 2012**.
4. Your purchase order number or check **must** accompany this registration form to reserve seats for the seminar. The **purchase order or check must be received by QSS on or before Wednesday, April 18, 2012**. Otherwise seats will be released.
5. If this seminar is cancelled due to low registration, **QSS** will notify registered participants on Friday, April 20, 2012. Prior to this date, **QSS** recommends you not make non-refundable travel arrangements.

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

FAX: Please fax your **completed registration form** to **QSS** at **888.601.3786**.

At any time, you can check the status of any **QSS** workshop at:

http://www.qss.com/index.php?option=com_content&view=article&id=69&Itemid=1.

Additional Person(s): List the **name and title** of any additional person(s) you would like to attend the seminar, if seats are available. You will be notified of these changes on or after Thursday, April 19, 2012.

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