



QSS/OASIS Employee Maintenance Webinar

sponsored by the QSSUG Finance/Personnel Committee

Employee Maintenance – sponsored by the QSSUG Finance/Personnel Committee



QSS/OASIS Customer Education

Summary

An introduction to QSS/OASIS Employee Maintenance:

- Building, working with, saving, and recalling employee lists
- Employee list navigation tools
- Options for searching for and retrieving employees
- Employee Maintenance settings and configuration options
- Personnel dataforms
- Professional dataforms
- Position Control dataforms
- Payroll dataforms
- Navigation tools
- Other Employee Maintenance topics as time permits

When and Where

- Tuesday, October 17, 2017 from 10:00am to 12 noon (Pacific)
- Online Webinar – Refer to the email you'll receive after you register for instructions
- This webinar is scheduled to be recorded for later viewing, and can be viewed by clicking the link on the QCC "Help+Video" menu approximately one (1) week after the live broadcast.

Intended Audience

HR administrators and staff; Business Services administrators; Technical Support staff; other staff interested in learning more about QSS/OASIS Employee Maintenance.

Cost (Members/Non-Members)

- **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 checks payable to **Harris School Solutions to PO Box 74008484, Chicago, IL, 60674-8484**, prior to the webinar. **Before mailing, note the name and date of the webinar on your check, and email a scanned copy of the check to MSmith5@HarrisComputer.com**. For QSSUG F/P membership inquiries, contact your IT staff or a **Committee co-chair** (Lisa Knight, LKnight@ccoe.net or Richard Aldover, RAldover@scooe.org).

Register for the Webinar

- Click here: <https://attendee.gotowebinar.com/register/3961466014097379841>
- Downloadable PDFs of presentation slides are available by clicking the "Webinar Materials" link on the Customer Education page of QSS.com around 24-48 hours prior.
- **Non-members** of the QSSUG F/P Committee: **Prior to mailing, email a scanned copy of the check to: MSmith5@HarrisComputer.com**. Please reference the name and date of the webinar on your check.

For more information

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