

# QSS Customer Education



## ***Welcome to the QCC HR Report Selector/ Personnel Downloader/HR Query Seminar***

The **QCC HR Report Selector/Personnel Downloader/HR Query** seminar, offered by the QSSUG Finance/Personnel Committee, will demonstrate these modules in the QSS/OASIS Human Resources software.

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

Wednesday, **April 24, 2013**, from **9:00 am to 4:00 pm** (Pacific).

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

HR administrators and staff; Chief Business Officials; Technical Support staff; other staff interested in learning more about QSS/OASIS HR Report/Job Selector, Personnel Downloader and HR Query software.

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

The **QCC HR Report Selector/Personnel Downloader/HR Query** seminar covers:

- Requesting and running jobs from HR Report Selector
- Downloading employee information for import into other applications using Personnel Downloader
- Building employee lists from which to extract data using HR Query
- Specifying the fields to examine using HR Query
- Viewing and/or downloading the extracted data using HR Query

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

**\$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, April 10, 2013.**
- Include with the registration form a check for the appropriate amount for each participant attending the seminar.

### ***Where's the seminar?***

Santa Clara County Office of Education  
1290 Ridder Park Drive  
San Jose, CA 95131  
Contact: **Cindy Patterson -- (408) 453-6726**