

QSS Customer Education



Welcome to the Core Financial Seminar

The **Core Financial** seminar, offered by the QSSUG Finance/Personnel Committee, will present a demonstration of the QSS/OASIS Core Financial software.

When is it?

Wednesday, **April 16, 2014**, from **9:00 am** to **4:00 pm** (Pacific).

Who might be interested?

Chief Business Officials; Accounting supervisors and staff; Budget managers and staff; Technical Support staff; other staff interested in learning more about QSS/OASIS Core Financial software.

Why attend?

The **Core Financial** seminar covers:

- Chart of Accounts Field Maintenance and Beginning Balances
- Financial Account Structure, Clearing Rules, and Field Relationship Tables
- Account Lookup and Account Maintenance
- General Ledger Transaction Maintenance (FI0002), including Journal Entries, Cash Deposits and Cash Transfers
- Budget Maintenance, including Budget Transfers, transfers from Budget Development and transfers from Position Control
- Standard Accounts Receivable (GLAR “no invoicing” version)
- Allocation of Indirect Costs, Account Summarization, and other Core Financial topics as time permits

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 2, 2014.**
- Include with the registration form a check for the appropriate amount for each participant attending the seminar.

Where's the seminar?

Sacramento County Office of Education
10474 Mather Boulevard
Mather, CA 95655
Contact: **Marie Wagnon -- (916) 228-2343**

Registration Form
Core Financial Seminar

Please register the following people from my organization for the **Core Financial** seminar at Sacramento COE, on **Wednesday, April 16, 2014** from **9:00 am to 4:00 pm**. **County Offices of Education should submit the names of all individuals wishing to register from their county on one form.**

Organization Name: _____ Contact Name: _____

Contact Telephone: (____) _____ Contact Email: _____

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| 3. _____ | 11. _____ |
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| 7. _____ | 15. _____ |
| 8. _____ | |

1. Registrations will be accepted on a first-come, first-served basis using the date of the postmark.
2. Registrations are limited to 15 participants per customer organization.
3. Stand-by registration will be taken on a space-available basis only. The applicable registration fee must accompany your stand-by registration form. You will be notified approximately one week prior to the seminar if there is room.
4. 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.
5. Your check **must** accompany this registration form to reserve seats for the seminar. Mail your check and registration form to: Quintessential School Systems, 867 American Street – 2nd floor, San Carlos, CA 94070.

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

Stand-By Registrations:

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NOTE: If you have particular topics or questions you want addressed at this seminar, please email them in advance to will@qss.com.