

# QSS Customer Education



## Welcome to the QCC & SACS Webinar

The **QCC & SACS** webinar, sponsored by the QSSUG Finance/Personnel Committee, will demonstrate how to use QSS/OASIS financial software in conjunction with the California Department of Education's (CDE) SACS software.

### **When is it?**

Thursday, **May 14, 2015** from **10:00 am to 12 noon** (Pacific).

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

Chief Business Officials; Budget administrators and staff; Business Services staff; Technical Support staff; other staff interested in learning more about using QSS/OASIS with CDE's SACS software.

### **Why attend?**

The **QCC & SACS** webinar covers:

- Maintaining Rollup codes in the QSS/OASIS Chart of Accounts module
- Using report ACX120 as a cross-reference of local account strings to CDE SACS accounts
- Requesting QSS/OASIS financial reports using the SACS Rollup codes
- Requesting SACS export files for Interim/Actuals/Budget reporting
- Transferring SACS export files to your PC using QSSXFR and importing into the State software
- Examining the format of the data files
- Refreshing the QSS/OASIS field relationship tables with updates from CDE
- Answering questions from the audience as time allows

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

- **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 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 **F/P Committee**, please contact your technology support staff, or contact an **F/P Committee co-chair** (Catherine Hawes, [CatherineH@sutter.k12.ca.us](mailto:CatherineH@sutter.k12.ca.us) or Lisa Knight, [LKnight@ccoe.net](mailto:LKnight@ccoe.net)).

## ***How to register?***

**Participants must self-register.** To self-register:

- Please use the link on this page to register. You can also find this flyer posted on the QSSUG listserv and at [www.qss.com](http://www.qss.com).
- **After registering**, you'll automatically be approved and you'll receive a confirmation email from the registration site once you complete the registration.
  - Please carefully check that you've provided your correct email address
  - If this is your first time registering for a **QSS** webinar, please verify with your email administrator that you're allowed to receive emails from these registration sites -- CitrixOnline.com and GoToMeeting.com
- **QSS** will give the F/P Committee co-chairs a list of all webinar registrants to verify membership status. Co-chairs will contact any registrant who may have checked the wrong membership status.
  - **Non-members of the F/P Committee**: Mail a **\$250** check per registration, payable to:

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**Please reference the name and date of the webinar on your check.**

- The **deadline for registrations** is **9:00 am** (Pacific), **Thursday, May 14, 2015**. Registrations won't be accepted after this time.

You can use **one registration** for a group of people who will view the webinar together on a single computer (either a stand-alone computer or one connected to projection equipment).

## ***How to attend online?***

Once you've registered, you'll receive a confirmation email with all the information you need. Leading up to the webinar, you'll also get reminder emails.

Webinar materials are available on the QSS/OASIS Webinars page of the Secure Support Area (SSA) around 24-48 hours prior. If you don't know how to access the **QSS** SSA, please check with your organization's technology support staff.

If you have additional questions about which equipment you need, or how to attend, please email Mike Smith at [mike@qss.com](mailto:mike@qss.com).

**Register now by clicking the link below:**

<https://attendee.gotowebinar.com/register/4718624884738735617>

Please be sure to check your email for your registration confirmation.