

QSS Customer Education



Welcome to the **QSSUG-sponsored** Stores Seminar

The **Stores** seminar, sponsored by the QSSUG PSFA Committee, will present a broad overview of the QSS/OASIS Stores module.

When is it?

Tuesday, **April 11, 2017**, from **9:00 am** to **4:00 pm** (Pacific).

Who might be interested?

Purchasing Administrators and staff; Business Administrators and staff; Site Administrators and staff; Technical Support staff; other staff interested in learning more about the QSS/OASIS Requisition Routing software.

Why attend?

The **Stores** seminar covers:

- An Overview of Stores Master Files
- Stores Security settings
- Entering Orders and Receipts, including Batch Receipts
- Entering Issues and Credits
- Entering Adjustments and Transfers
- Performing Stock Inspect and Tracking
- Running Stores reports
- Stores Year-End Rollover

What does it cost to attend?

\$25 for each participant attending the seminar employed by organizations that are current QSS Users Group PSFA 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 Tuesday, March 28, 2017.**
- Include with the registration form **one** check made payable to **QSS** for the appropriate amount for each participant attending the seminar. Please reference the name and date of the seminar on your check.

Where's the seminar?

Stanislaus County Office of Education
1100 H Street
Lower Level, Elmdale Room
Modesto, CA 95354
Contact: **Deb Stauss -- (209) 238-1425**

Registration Form
QSSUG-sponsored Stores Seminar

Please register the following people from my organization for the **Stores** seminar at Stanislaus County Office of Education, on **Tuesday, April 11, 2017** 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: _____

- | | |
|----------|-----------|
| 1. _____ | 9. _____ |
| 2. _____ | 10. _____ |
| 3. _____ | 11. _____ |
| 4. _____ | 12. _____ |
| 5. _____ | 13. _____ |
| 6. _____ | 14. _____ |
| 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. **One** check made payable to **QSS 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. Please reference the name and date of the seminar on your check.

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

Stand-By Registrations:

- | | |
|----------|-----------|
| 1. _____ | 8. _____ |
| 2. _____ | 9. _____ |
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| 4. _____ | 11. _____ |
| 5. _____ | 12. _____ |
| 6. _____ | 13. _____ |
| 7. _____ | 14. _____ |

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