

BLUE SKIES AHEAD

QSS Users Group



MARCH 1 - 4, 2009

**Hilton Sacramento Arden West Hotel
2220 Harvard Street
Sacramento 95815**

25th ANNUAL CONFERENCE

Committee Meetings: Sunday March 1, 2009

System Management and Administration Committee --- 12:30 pm – 2:00 pm

Emergency Preparedness --- 2:00 pm– 3:30 pm
Purchasing, Stores and Fixed Assets --- 3:30 pm – 5:00 pm
Finance / Personnel --- 5:00 pm – 6:30 pm

NOTE: There isn't a charge for the Sunday committee meetings, but refreshments will be provided. These are being held on Sunday, as they were last year, to enable us to have more workshops during the three days of the conference.

Registration Hours:

Sunday 4:00 pm– 7:00 pm
Monday 7:00 am – 4:00 pm Closed for lunch 12:00 – 1:00
Tuesday 7:00 am – 4:00 pm Closed for lunch 12:00 – 1:00
Wednesday 7:00 am – Noon

Premium & Regular Sessions 8:45 a.m. – 4:30 p.m.:
March 2, 3, 4

General Information

All people attending the conference must send in a registration form and a session form. This allows us to schedule all of the sessions into the most appropriate room and to give the hotel a lunch count. **Along with your registration form, please remember to submit your payment.** Check the registration fees below to determine which are applicable to you. If you have received this booklet and do not know if you are a member, contact your Information Services Department for clarification.

Your registration fee includes: Breakfast - Continental (Monday & Tuesday) / Buffet (Wednesday), Lunch - Sit Down (Monday & Wednesday) / Buffet (Tuesday), Breaks - Morning Coffee & Tea Service / Afternoon Beverage & Special Treats. There will be **many sessions on a variety of topics, session materials** and a hospitality suite (Monday evening). Along with the regular sessions, we will be offering **six premium sessions** (for an additional fee) for more in-depth training.

During conference session hours an internet café will be provided where you can use conference provided notebook computers. Wireless connectivity will be provided in all conference sessions rooms, so you can stay in touch with your office without additional expense while participating in the conference.

Registration Information

Early Bird Registration must be received by: January 31, 2009

Basic Registration	Members: Early Bird ---\$110.00 per day After January 31 ---\$135.00 per day	Non-Members: Early Bird ---\$185.00 per day After Jan 31 -- \$210.00 per day
Full-day Premium Sessions NOTE: Session A & C Linux Hands On \$250	Reserved for Members only – Early Bird: \$100 Sessions A, D, E or F plus Basic Conference fee of \$110 = Total \$210 per day \$250 Sessions A or C plus Basic Conference Fee of \$110 = \$360 per day After January 31 = Total \$275 / \$385 per day	
Half-day Premium Sessions	Reserved for Members only – Early Bird:	
Cancellations	\$50 - Until January 31 Request MUST be <u>RECEIVED</u> on or before January 31 (NO EXCEPTIONS).	
Cancellation Deadline	No Refunds Will Be Given If Your Request Is Received After January 31- (NO EXCEPTIONS) - You may send a substitute.	



Registration Payment



Payment in the form of a district check, personal check, or money order made **payable to: OSS Users Group** must accompany your registration form. **No purchase orders will be accepted.** Please complete the enclosed registration form and return it with your payment to:

Santa Clara COE
Attn: Cindy Buck
1290 Ridder Park Drive, MC 253
San Jose, Ca 95131-2304

**NOTE: CHANGE OF NAME AND MAILING ADDRESS
Please Change Your Vendor Information**

You must submit completed pages 5 & 6 of this brochure with your payment.

Hotel Information

Rooms have been reserved at the Hilton Sacramento Arden West Hotel. Special conference rates are **\$149.00 for a single or double**. You must identify yourself as a **QSS Users Group conference attendee** when you make your reservation.

QSS Users Group Room Rates for March 1, 2, 3 & 4

\$ 149.00

For reservations, call: **(916) 922-4700**
Hilton Hotel
2220 Harvard Street
Sacramento, CA 95815

Make your reservations by January 31 as our block of rooms will be released after that date. Check out time is noon but you can make special arrangements with the front desk when you check in. Each room has high speed internet access available for a fee. You will also need to make the reservation early due to limited availability.



Casual Attire

Remember, this conference has always stressed casual attire. Please wear whatever is comfortable to you - we are more interested in having you attend the conference and pick up valuable information than worry about whether you have dressed appropriately.

2009 Registration Form

Name: _____
 Organization: _____ Member Organization: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email Address: _____ Phone: _____ Fax: _____

Will you be attending the Committee Meetings on SUNDAY? - No Charge
 _____ YES _____ NO The Committees need to know if you are going to attend

BASIC REGISTRATION – Early Bird Registration is PRIOR to 1/31/08

MONDAY	TUESDAY	WEDNESDAY
_____ \$110.00 Early Bird	_____ \$110.00 Early Bird	_____ \$110.00 Early Bird
_____ \$135.00 After 1/31	_____ \$135.00 After 1/31	_____ \$135.00 After 1/31
Presenters: _____ \$00 1 Session	_____ \$00 2 Sessions	_____ \$00 3 Sessions

BASIC REGISTRATION FOR NON-MEMBERS OF QSS USERS GROUP

_____ \$185.00 Early Bird	_____ \$185.00 Early Bird	_____ \$185.00 Early Bird
_____ \$210.00 After 1/31	_____ \$210.00 After 1/31	_____ \$210.00 After 1/31

PREMIUM SESSIONS – QSS USERS GROUP MEMBERS ONLY

Additional Charge ABOVE the Basic Charge – Sessions B, D, E, F Limited to 30 Attendees
 Sessions A & C are Hands On and Participation Limited to 1st 12 to Register

_____ \$250.00 Premium A	_____ \$250.00 Premium C	_____ \$100.00 Premium E
_____ \$100.00 Premium B	_____ \$100.00 Premium D	_____ \$100.00 Premium F

BOARD OF DIRECTORS DINNER – ORGANIZATION REPRESENTATIVE OR BOARD MEMBERS ONLY

_____ \$25.00 Board of Directors Dinner

MONDAY TOTAL	TUESDAY TOTAL	WEDNESDAY TOTAL
\$	\$	\$
GRAND TOTAL FOR ALL DAYS - Total of Basic, Non Member (if applicable), Premium & Board Dinner Payable to: QSS Users Group		
\$ _____ Mail to: Cindy Buck c/o Santa Clara COE 1290 Ridder Park Drive, MC 253 San Jose, Ca 95131		

LUNCH:

<input type="checkbox"/> Monday Standard	<input type="checkbox"/> Tuesday Buffet	<input type="checkbox"/> Wednesday Standard
<input type="checkbox"/> Monday Vegetarian		<input type="checkbox"/> Wednesday Vegetarian

FIRST TIME ATTENDEE

I am the organization representative or a board member & will be attending the Board of Directors Meeting and Dinner (Tuesday evening). \$25 Charge to Attend.

2009 Session Sheet

CIRCLE SESSION NUMBERS YOU WILL ATTEND

NAME _____

PREMIUM SESSIONS

MONDAY		TUESDAY		WEDNESDAY	
8:45 AM– 4:30 PM (full day)		8:45 AM – 4:30 PM (full day)		8:45 AM – 4:30 PM (full day)	
A	LINUX (Hands On) 12 work stations	C	LINUX (Hands On) 12 work stations	E	Intro to Enhanced Position Control
8:45 AM– 4:30 PM (full day)		8:45 AM – 4:30 PM (full day)		8:45 AM– 4:30 PM (full day)	
B	Accounts Payable	D	Budget Development	F	Core Financial

REGULAR SESSIONS

MONDAY		TUESDAY		WEDNESDAY	
8:45 – 10:15		8:45 – 10:15		8:45 – 10:15	
01	BIS Emergency Planning	20	Employee Web Self-Service	40	Evaluating Server Options
02	Integrating PR Data Into Excel/Word	21	Retroactive Payroll	41	QCC Absence Tracking
03	QCC Budget Development	22	QCC Finance Reports Acct Lookup	42	Establishing a Continued Ed Program
04	QSS Future Plans (repeated #30)	23	Purchase Order Change Orders	43	PSFA Accomplishments and Projects
10:30 – 12:00		10:30 – 12:00		10:30 – 12:00	
05	Developing Software – Ruby on Rails	25	New Web-based Modules	45	Migrating Data TurboIMAGE > SQL
06	QCC Payroll	26	Retro Payroll - Users Perspective	46	Integrating HR Data Into Excel/Word
07	Integrating GL Data Into Excel/Word	27	Print Manager for Finance	47	A/P User Perspective
08	QCC HR Query	28	Receiving for Purchasing	48	Fixed Asset Inventory
1:15 – 2:45		1:15 – 2:45		1:15 – 2:45	
10	SMAC Roundtable	30	QSS Future Plans (repeat of #04)	50	Migration Planning Meeting – 1 of 2
11	Payroll Roundtable	31	QCC HR & Payroll	51	Downloading PERS & STRS
12	Controlling Budget Revisions	32	Invoicing and Billing Management	52	Payroll Transfers
13	Print Manager for HR	33	Purchasing & Receiving Roundtable	53	Requisition and Routing Approval
3:00 – 4:30		3:00 – 4:30		3:00 – 4:30	
15	How much Linux do I need to know?	35	Professional Development System	55	Migration Planning Meeting – 2 of 2
16	Retirement Roundtable	36	QORDS for Personnel	56	
17	QSS Interfaces with Other Systems	37	Exporting Data for Financial Users	57	Indirect Costs
18	QCC Personnel Downloader	38	Stores and Fixed Assets Roundtable	58	Upgrading to Excel 2007
5:30-7:30	Hospitality Suite	5:30 – 7:30	Board of Directors Meeting		

This Session Schedule Form must be completed & sent with your Registration Form

Conference ‘Tracks

In case you’re having difficulty determining which conference seminars to attend, the QSS Users Group suggests registering for the following sessions based on your general area of expertise, interest or employment.

Finance/Budget

Monday → B, or 03, 07, 12
Tuesday → D, or 22, 27, 32 and 37
Wednesday → F, or 47, 52 and 57

Human Resources/Personnel

Monday → 02, 08, 13 and 17 or 18
Tuesday → 20, 25, 31 and 35 or 36
Wednesday → E, or 41, 46

Information Technology

Monday → A, or 01/04, 05/08, 10 and 15/17
Tuesday → C, or 20, 25/27, 30, and 36/37
Wednesday → 40, 45, 50, and 55

Payroll/Retirement

Monday → 02, 06 or 07, 11, and 16 or 17 or 18
Tuesday → 20 or 21, 26, 31, and 36 or 37
Wednesday → 41, 46, 51 or 52

Purchasing, Stores, Fixed Assets

Monday →
Tuesday → 23, 27 or 28, 33, and 37 or 38
Wednesday → 43, 48, 53

Special Acknowledgments



The QSS Users Group would like to thank the following vendors for their support and donations:

Hospitality:

Quintessential School Systems

Raffle Prizes

Quintessential School Systems

Tote Bag Items:

Quintessential School Systems – Foam Drink Holders

Sunday - March 1, 2009

Committee Meetings

12:30 PM – 2:00 PM

SMAC Committee Meeting

*Chris Gilbert, Sacramento COE
Ubence Quevedo, Merced COE*

The Annual meeting of the System Management and Administration Committee (SMAC) to review budget, define future projects for FY10, discuss the status of system enhancements, general committee business, and future direction of the committee. Members and non-members are invited and are encouraged to participate in the meeting discussions. Discussion can be technical in nature, but all experience levels are welcome.

2:00 PM– 3:30 PM

EPC Committee Meeting

*Al Foytek, Visalia USD
Jon Morgan, Pleasanton USD*

Annual Meeting of the QSSUG Emergency Preparedness Committee - Budget planning, membership fee setting, and other annual issues will be addressed in addition to regular business. Culmination of research on future supported platforms will be discussed.

3:30 PM – 5:00 PM

Purchasing, Stores and Fixed Assets Committee Meeting

*Al Foytek, Visalia USD
Sue Daniel, Kern County SOS*

Annual Meeting of the QSSUG Purchasing, Stores & Fixed Assets Committee - Budget planning, membership fee setting, and other annual issues will be addressed in addition to regular business. Discussion of roundtable issues which have surfaced and planning for next year enhancements efforts on QSS applications of interest.

5:00 PM – 6:30 PM

Finance/Personnel Committee Meeting

*Gail Atwood, Sutter County SOS
Cindy Buck, Santa Clara COE*

This session is the regular committee meeting at which we review the minutes of the last meeting (in October '08) as well as review the committee budget. We discuss the QSS Dedicated Programmer's priority list, and we go over the QSS training seminars that were held so far in 08-09 and what are the future training needs. QSS staff attend this meeting. Members and non-members are invited and are encouraged to participate in the meeting discussions

Monday - March 2, 2009

7:15 AM – 8:30 AM CONTINENTAL BREAKFAST
8:30 AM – 8:45 AM WELCOME & ANNOUNCEMENTS

PREMIUM SESSIONS

8:45 AM–4:30 PM

[A] Linux (Hands On – 12 Work Stations) \$250.00

Bill Genske, QSS
Gary Jackson, QSS

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	NEW

This full-day premium seminar is designed for experienced QSS/OASIS system administrators, system operators, and technical support staff, who may or may not know anything about Linux but would like exposure to how the tasks they currently perform on the HP e3000 server will be executed once their organization migrates QSS/OASIS to a Linux server. This seminar will provide hands-on instruction in the concepts and practices required to administer and operate a Linux system hosting the new version of QSS/OASIS. This seminar is designed so that each person, or two people from the same organization who choose to share a workstation, will have hands-on access to their own Linux system, provided for their use by **QSS** during this seminar. Considering the on-going migration of the **QSS**-supported QSS/OASIS software to a Linux-based server platform, the QSS Users Group thinks this seminar will be of great interest to the technical staff of QSS/OASIS districts and county offices of education.

The following topics will be included in this premium seminar:

- How to log in to Linux and access system information
- Linux system administration
 - File system and directories
 - Users and permissions
 - Basic Linux commands
 - System startup and shutdown
- How to run programs
- How to edit files
- Logical Volume Management (LVM) and RAID (Redundant Array of Independent Disks)
- Managing QSS/OASIS processes, including starting and stopping QCC servers and the QSS/OASIS job server
- How to inspect the Linux equivalent of job \$Stdlists
- How to execute production processes (such as printing accounts payable checks)

Although this session will incorporate some of the elements of the “Hands-on Linux for System Administrators” two-day seminar that **QSS** has offered at its offices in San Mateo and at customers’ sites in the past, along with some of the elements of the two-hour “Introduction to Linux for System Administrators and System Operators” webinar offered by **QSS** in October 2008, this is the first time this particular topic has been offered at the Annual Conference. Due to the anticipated popularity of this session, it is being offered twice → once on Monday (premium session A) and again on Tuesday (premium session C). Both sessions will be roughly identical. If there are specific topics you would like to be sure are covered, please e-mail your requests to Gary@QSS.com.

8:45 AM–4:30 PM

[B] Accounts Payable

Seren Schaich, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This full-day premium session will provide "Blue Skies Ahead" for staff and administrators who are already familiar with the "traditional" version of QSS/OASIS Accounts Payable, and now want to learn how these features will function in QSS ControlCenter (QCC – the graphical user interface, or GUI, version of QSS/OASIS).

Topics to be covered will include Vendor Maintenance and Lookups, AP Batch Maintenance, PO Payments, Pay Vouchers, Travel Claims, Credit Memos, Estimated Payables and Payments, Accounts Payable Reports, AP Transaction Maintenance, Revolving Cash and AP Warrant Management. The latest version of the QCC software will be used for demonstrating these functions.

This premium seminar is similar to the similarly titled workshop offered by **QSS** in November, 2008. This will be the first time, however, this topic has been presented at a QSS Users Group Annual Conference. If there are specific topics you would like to be sure are covered during this premium session, please e-mail your suggestions to Seren@QSS.com.

REGULAR SESSIONS

8:45 AM –10:15 AM

[1] BIS Emergency Planning

Al Foytek, Visalia USD

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

Emergency Planning for your business information system (BIS) including HP 3000 and Phase II (new) platform. This session is for IS directors and any who have responsibility for providing for continuance of operations during or after a disaster. What to plan for, how to plan, and strategies will be discussed.

[2] Integrating Payroll Data Into Excel/Word

Lydia Cabrera, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will provide examples of how to take QSS Payroll/Deduction information and export into Excel and produce a document that would include graphs and charts- good enough to provide your Board. "Clear Skies Ahead" when you know how to export your data!

[3] QCC Budget Development

Stephanie Gunderson, El Dorado COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REPEAT

QCC Budget Development offers new capabilities not available in the traditional environment. This session presents the options available in QCC Budget Development from an end users perspective. You will be shown the benefits of Quick Entry filtering & entry tabs, Account Maintenance, Model Maintenance, the ability to Import Accounts and a brief discussion of Budget Actions & Benefit Mapping. The flexibility available in the new environment will entice you to explore the benefits of the Blue Skies Ahead!! If you haven't begun using the QCC Budget Development module, please join us for an introduction to your future!!

[4] QSS Future Plans

Duane Percox, QSS

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL/TECHNICAL
SESSION TYPE	REVISED

This session will present an update to the **QSS** plans for migration of core software products to “open systems.” This will include languages, databases, operating systems, tools and vendor platform information. Portions of this presentation will be technical in nature, but some information will be of interest to those with no technical background. This session is being presented twice during the conference, once on Monday (session 04) and once on Tuesday (session 30). Each presentation is roughly identical. This session has been offered at each Annual Conference since 2003, but it is updated every year to include the latest **QSS** plans and progress.

Break Time 10:15 - 10:30



10:30 AM –12:00

[5] Software Development with Ruby on Rails

Jeff Vance, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	VERY TECHNICAL
SESSION TYPE	NEW

This seminar is designed for information technology directors, programmers, or technical support staff who would like an introduction to how the Ruby on Rails programming language has been used in the development of the newer web-based modules associated with QSS/OASIS. Topics to be covered will include an overview of the Ruby programming language, the Ruby on Rails framework, creating a web application with backend database support, and security considerations. This seminar will demonstrate how to build a simple web-based application. This topic was specifically requested of **QSS** by the Conference Planning Committee. This will be the first time that this has been presented at a QSS Users Group Annual Conference. If there are specific topics you would like to be sure are covered during this premium session, please e-mail your suggestions to JeffV@QSS.com.

[6] QCC Payroll

Duane Percox, QSS

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

Attend this session to see the QSS ControlCenter (QCC) graphical user interface (GUI) version of QSS/OASIS payroll, now available to all QSS/OASIS customers. During the past two years tremendous strides have been made to change the previous terminal style “Traditional” interface to QSS/OASIS payroll to a friendlier and easier to use graphical windows interface. Come see the latest QCC versions of payroll master files, Employee Maintenance, various payroll reports, and other payroll-related software. There is more QCC payroll software than can possibly be shown during this 90-minute session, but the presenter, who is also the **QSS** payroll product manager, will demonstrate as much of it as he can. This session is not for payroll beginners – the presenter will assume that the participants are already familiar with the traditional version of QSS/OASIS payroll. This session was presented at last year’s Annual Conference, but has been revised to include the features incorporated into the latest version of QCC available to all QSS/OASIS customers.

[7] Integrating Budget/Financial Data Into Excel/Word

Kelvin Sei, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will provide examples of how to take QSS Budget/Financial information and export into Excel and produce a document that would include graphs and charts- good enough to provide your Board. “*Smooth Sailing*” once you have the right tools!

[8] QCC HR Query

Jeff Janoian, El Dorado COE

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REPEAT

HR Query for QCC is a quick, useful tool for extracting data from the Personnel/Payroll (PERPAY) database. In this session, you will see how the tool functions, extracts data, and displays the results. You will also see how joining data from multiple tables can be accomplished and the result displayed on your screen or downloaded directly to MS-Excel quickly.

LUNCH 12:00 - 1:15

Raffles & Giveaways During the Lunch Hour

1:15 PM–2:45 PM

[10] SMAC Roundtable

Ubence Quevedo, Merced COE
Chris Gilbert, Sacramento COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	NEW

Join in on a roundtable of System Administrators as we discuss the trials, tribulations, and accounts of implementing the new QCC software. There will be blue skies ahead for all that attend this informative roundtable and take back some useful information to your organization to help with your QCC implementation!

[11] Payroll Roundtable

Sue Daniel, Kern SOS
Sherry Lack, Sacramento COE

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REPEAT

Come discuss with other payroll professionals the ways to ride the winds of the ever-changing rules and regulations of the payroll world. If your payroll world is full of calm blue skies, come and share tips and knowledge with others. If your payroll is currently full of stormy winds, bring your questions and concerns and gather advise from the group. This is a session designed to allow attendees to network with their counterparts using QSS and share tips, concerns, ideas, suggestions and questions. Working together we can all find blue skies ahead.

[12] Controlling Budget Revisions

Duane Percox, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Recent enhancements have been made to the Core Finance portion of QSS ControlCenter (QCC – the graphical user interface or GUI version of QSS/OASIS) to enable additional optional control and tracking of the budget revision process. These new features include extensions to the chart of accounts, batch control over budget transfers and journal entries, additional optional restrictions and comments associated with budget transfers, integrating fund balance postings with budget transfers, and new methods for preparing budget revision documents for Board approval. The second phase of this project will include the ability to decentralize the budget transfer entry process to site and department managers. Attend this session to see what’s currently available now in this arena in QCC, and what the vision is for the future. Portions of the module described in this seminar may be licensed separately by **QSS**. This is the first time this session has been offered at an Annual Conference.

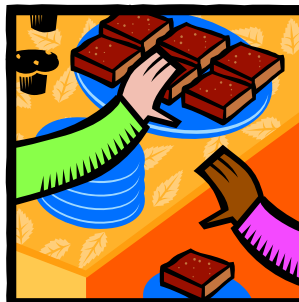
[13] Print Manager for HR

Susie Coffman, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

“Blue Skies Ahead” with QCC! This session will give the HR/Payroll community a comprehensive look at the Print Manager, specifically targeting the HR Applications within the GUI (QCC) environment. This module is replacing the traditional “Blue Screen” printing options. The overall look and feel of the QCC Print Manager will be discussed, including navigating, printing, routing, downloading and viewing documents. We will be focusing on the how to’s from the HR perspective that will allow you the opportunity to retrieve and produce customized reports.

Break Time 2:45 - 3:00



3:00 PM–4:30 PM

[15] How Much Linux Do I Need To Know?

*Chris Gilbert, Sacramento COE
Ubence Quevedo, Merced COE*

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	NEW

With the transition from MPE/ix to Linux for the new QSS platform, How much Linux do you need to know? Join us for an overview of everyday basic Linux commands as well as comparisons of commands that you have used in MPE and what the equivalent would be in Linux. Getting familiar with Linux will definitely make it so that when the time comes to switch to the new QSS platform, your organization will only have blue skies ahead with nary a storm cloud in sight.

[16] Retirement Roundtable

Sue Daniel, Kern SOS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REPEAT

This session has been a long standing regular that is designed to keep you up to date on the Cal STRS and CalPERS reporting requirements and the QSS plan for the future. This year there are many changes on the horizon with new reporting requirements and software programs for both of the retirement agencies. If you are not of retirement age and work in a payroll or retirement reporting department, you need to be at this important session. It is a facilitated roundtable for open discussion for all district and County payroll and retirement staff. Come to learn new tips and techniques so that you have easy sailing through the Blue Skies Ahead.

[17] QSS Interfaces with Other Systems

Duane Percox, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL/TECHNICAL
SESSION TYPE	NEW

The QSS Users Group’s Conference Planning Committee asked **QSS** to present this session to discuss the various interfaces that exist between QSS/OASIS and other software systems. Interfaces supported by **QSS** have included:

- Payroll time card entry
- Substitute calling
- Budget development
- Credentials import from CTC
- Export data for SACS financial reports

The presenter can discuss existing interfaces between QSS/OASIS and external systems, how you can use existing tools in the QSS ControlCenter (QCC) to export data for ad hoc reporting purposes, and possibilities for creating additional **QSS**-supported interfaces in the future.

[18] QCC Personnel Downloader

Cindy Buck, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

There are “*Sunny Days Ahead*” with the QCC Personnel Downloader. This session will provide easy to understand methods for accessing employee data through the enhanced Personnel Downloader!



Hospitality 5:30 - 7:30

Hospitality night is co-sponsored by Quintessential School Systems and the QSS Users Group. All conference participants are invited to join us for this relaxing social event that includes hors d'ouvres and free drinks. Drink tickets are required and will be distributed at the door.

Tuesday - March 3, 2009

7:15 AM – 8:30 AM CONTINENTAL BREAKFAST
8:30 AM – 8:45 AM WELCOME & ANNOUNCEMENTS

PREMIUM SESSIONS

8:45 AM – 4:30 PM

[C] Linux (Hands On – 12 Work Stations) \$250.00

Bill Genske, QSS
Gary Jackson, QSS

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	NEW

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10:30 AM – 2:45 PM ½ Day Session

[D] QCC Budget Development

Jeff McLaughlin, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

Make 2009 the year you develop your budget using the latest **QSS ControlCenter (QCC)** Budget Development software! This premium session is designed to serve both users who are new to the budget building process and those more experienced users who want a refresher course. The latest version of **QCC**, the graphical user interface (GUI) version of QSS/OASIS, will be used for this presentation, which will include all the new features available in QSS/OASIS Budget Development. This premium session is similar to the Budget Development workshop offered as part of the series of workshops offered by **QSS** each year, and to the ones presented at the 2006, 2007 and 2008 Annual Conferences.

REGULAR SESSIONS

8:45 AM – 10:15 AM

[20] Employee Web Self-Service

Duane Percox, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

This seminar will introduce participants to the **QSS** project that enables district employees to view their data via a web-browser interface on the district's local network. In addition, there is a new Absence Tracking/Web Module that is integrated within Employee Self Service allowing employees to log absences using a standard web browser. The recommended audience for this seminar includes staff who work with human resources and absence tracking data, as well as technical support staff. Although technical implementation questions will be addressed as required, the primary focus of this seminar will be for the non-technical end-user. This seminar was presented at the 2007 and 2008 Annual Conferences, but the content has been revised to include the current state of this module's development and deployment. Implementation of this new module requires a separate license fee paid to **QSS**.

[21] Retroactive Payroll

Greg Jenkins, QSS

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

This session is designed to present the features of the QSS/OASIS Retroactive Payroll Analysis Report. During the session we will review all of the selection criteria available for requesting the report, and we will review all of the detail information included on the report. Greg has presented this popular session at every Annual Conference except one since 1998, so this is a "repeat" session, however it will include the latest updates to the retro payroll software and will be presented using the latest version of QSS ControlCenter (QCC – the graphical user interface, or GUI, version of QSS/OASIS). This session is recommended for payroll clerks and supervisors, along with budget or human resources staff who want to understand the retro payroll software's capabilities.

[22] QCC Financial Reports and Account Lookup

Stephanie Gunderson, El Dorado COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REPEAT

QCC Financial Reports & Account Lookup provide new and appealing features unavailable in the traditional environment. We have been utilizing and enjoying the QCC functionality and want to share this positive experience with you! This session will cover the Financial Activity Reports (FAR110), Budget Report Writer (BDX110) and Account Lookup options. I can share shortcuts for account code entry, the benefits of the new report request & launch windows, preset options and the grid capabilities when using Account Lookup. Additionally, I will demonstrate the 'drill down' capability of account detail, a new feature available in the QCC environment. If you have not yet begun the transition to QCC, this can be your first step to the Blue Skies Ahead!

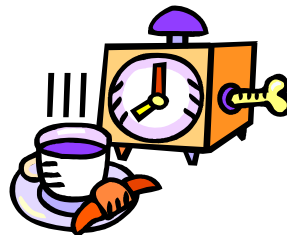
[23] Purchase Order Change Orders

Don Hemwall, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

This session will explore the Purchase Order Change Order program (commonly known as POC010 in the "traditional" version of QSS/OASIS), showing how its features have been fully integrated with the QSS/OASIS Purchasing and Accounts Payable systems. The Purchase Order Change Order module allows a district to cancel or un-cancel a purchase order, change the PO header information, add/change/delete line items, change the text for a line item, add/change/delete accounts, and merge one PO into another. Come to this session to find out how you can use POC010 to make changes to purchase orders during the payment cycle, print change order documents for the vendor, fully track all change order history on-line, and use all of these functions even if the purchase order spans multiple fiscal years. POC010 was originally distributed to all QSS/OASIS clients on the GL4 Release in 2005, with updates included on the GL5 Release in 2007. Information about the Purchase Order Change Order module has been presented at the four previous Annual Conferences, including an in-depth half-day premium seminar in 2006. This year's seminar will include the latest updates to POC010, based on the latest version of QSS ControlCenter (QCC -- the graphical users interface, or GUI, version of QSS/OASIS).

Break Time 10:15 - 10:30



10:30 AM–12:00

[25] New Web-Based Modules

Duane Percox, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

QSS is working on several new web-based modules, including:

- On-Line Applicant Tracking,
- Evaluation Tracking,
- Position Requisitioning, and
- Educational Units Processing (Professional Growth),

...all of which will interface with the QSS ControlCenter (QCC) version of QSS/OASIS. Attend this session to see what's been developed so far, and what plans have been made for the future. Use this opportunity to share your ideas and reactions with the **QSS** manager of these projects. Separate sessions during this conference will cover the web-based Professional Development System (session #35) and Employee Web Self-Service (session #20) modules in greater depth. Each of the modules described in this seminar is licensed separately by **QSS**. This is the first time this presentation has been made at an Annual Conference.

[26] Dynamic Uses for the Retro Program

Sue Daniel, Kern SOS

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

Fiscal Year 2008-09 has been a tough financial year for school business in California. While we may not be awarding many retroactive payroll increases for awhile, you will find this session very informative as you discover the many uses for this humble little program. This program has saved me personally hundreds of hours of preparation time not only for retro payments, but also for project work that is specific to an account code, time period or pay type. Come and find out the many everyday uses for one of the most powerful reporting tools in the QSS Financial package.

[27] Print Manager for Finance

Andrea Alvarado, Merced COE

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REPEAT

Are you still browsing financial reports on a screen that reminds you of an 80's movie? If so, come fly away with the QCC Print Manager—it will make your life *so* much easier! This seminar will start by covering navigation. Then, we'll learn the basics of the new Export features and improved Downloader so you can get what you want out of reports. Say goodbye to those million-page reports and keep only the information you want! We recommend you also attend "Exporting for Finance", session 37, if this seminar leaves you hungry for more application examples. We hope to see you there!

[28] Receiving for Purchasing

Don Hemwall, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

This session will explore the concepts, features and details of the QSS/OASIS “Post Purchase Order Receipts” program (commonly known as PR0002 in the “traditional” version of QSS/OASIS). The Post Purchase Order Receipts module is designed to help you integrate your purchasing, receiving, payment, and fixed asset tracking operations. PR0002 allows you to post, cancel, or show previous receipts for a purchase order, add fixed assets information associated with the received items, and produce a Purchase Order Receipt List report (PR0100). This seminar will also demonstrate use of the PO Receipts Report Writer (PRVSUB), which allows you to create a PO Receipts History report (PRV110), a PO Open Receipts Report (PRV120), a PO Past Due Receipts Report (PRV130) and a PO Receiving Activity report (PRV110). PR0002 was distributed to all QSS/OASIS clients on the GL4 Release in 2005, and updated on the February 2007 GL5 Release. Although this seminar was presented at the four previous Annual Conferences, this year’s seminar will demonstrate receiving for purchasing using the latest version of the QSS ControlCenter (QCC), the graphical user interface (GUI) version of QSS/OASIS.

LUNCH 12:00 - 1:15
Raffles & Giveaways During the Lunch Hour

1:15 PM – 2:45 PM

[30] QSS Future Plans

Duane Percox, QSS

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

This session will present an update to the **QSS** plans for migration of core software products to “open systems.” This will include languages, databases, operating systems, tools and vendor platform information. Portions of this presentation will be technical in nature, but some information will be of interest to those with no technical background. This session is being presented twice during the conference, once on Monday (session 04) and once on Tuesday (session 30). Each presentation is roughly identical. This session has been offered at each Annual Conference since 2003, but it is updated every year to include the latest **QSS** plans and progress.

[31] QCC HR and Payroll

Cindy Buck, Santa Clara COE

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

“*Clear Sailing*” in QCC HR and Payroll! Attend this session to see a comprehensive overview of the features of the HR Application within the GUI (QCC) environment! Navigation of HR/Payroll data forms, reports and master files will be highlighted. Come and see all of the Personnel, Payroll, Position Control and Absence Tracking combined into one application module...you no longer have to search throughout your menu options! This seminar will be oriented to HR/Payroll end-users You will learn about the slick new organizational tools and setup options available to make your HR/Payroll data entry, retrieval and processing easier!

[32] Invoicing and Billing Management

Don Hemwall, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

This session will provide an overview of the QSS ControlCenter (QCC) module that enables a district to process invoices and receipts, create invoice aging reports and customer statements, create deposit letters and sales tax reports, and automatically accrue unpaid invoices at year-end. This module used to be called “Client-Server Accounts Receivable” (CSAR), but was renamed “Invoicing and Billing Management” by **QSS** to more closely match its features, and to help distinguish it from the Accounts Receivable module. Sessions on this module have been presented at a number of prior Annual Conferences, but this presentation has been updated to include the features included in the latest version of QCC.

[33] Purchasing and Receiving Roundtable

Patti Truett, Modesto CSD

Karen Lewis, Modesto CSD; John Gardner, Elk Grove USD

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Discussion On Issues Of Interest to Purchasing Users. Including:
Do we have Blue Skies Ahead With QCC Implementation? What functions and features are still missing? What needs to be changed? What is really terrific about the QSS Purchasing/Receiving system? Where does the PSFA Committee need to place emphasis next to advance the efficiency and usefulness of QSS' Purchasing/Receiving Software? How can we better support one another and help to improve the usefulness of our committee to participating agencies?

Break Time 2:45 - 3:00



3:00 PM – 4:30 PM

[35] Professional Development System

Jeff Vance, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

The new Professional Development System is a web-based module that enables an organization to organize and track professional development courses for its staff. Come see how you can create a master calendar of workshops, seminars, on-line classes and other training events, including those offered by other agencies, complete with a description or syllabus, an evaluation, and completion certificates. Provide on-line registration, including an approval process and e-mail notification, and allow the instructor to record class attendance. Arrange substitutes, food service, and mileage reimbursement for participants, including user-friendly reports. Implementation of this new module requires a separate license fee paid to **QSS**

[36] QORDS – QSS Data Warehouse for Personnel

Duane Percox, QSS
Mark Ashley, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Attend this seminar to see an overview and demonstration of QORDS – **QSS** On-line Relational Data Store. QORDS allows you to re-host your QSS/OASIS personnel data in Microsoft SQL databases in a format that can be used for ad-hoc reporting and as a starting point for data warehousing initiatives the district might want to develop. Santa Clara County Office of Education is developing a web portal with a report generator and writer with the ability to run standard human resources reports and also write reports interactively using sets of data grouped by report type. A key feature of SCCOE’s implementation of QORDS for Personnel will be the ability to manipulate data using drag and drop on the screen. Come to this session to see the latest developments in that process.

This session will explain the QORDS architecture and show examples of tools to work with and analyze the data once it has been populated in your QORDS database. Portions of the content of this seminar are technical in nature, but the presenters will clarify concepts for non-technical participants. QORDS is a separately licensed **QSS** product. Similar seminars about QORDS for Finance and Student were presented at prior years’ Annual Conferences, but this is the first time the new QORDS for Personnel has been presented at the conference.

[37] Exporting Data for Financial Users

Andrea Alvarado, Merced COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

Tired of those canned reports? They can be great for some things, but sure aren’t the cure-all for everything. If only our jobs were that simple! If session 27, “Print Manager for Finance”, left you wanting more, then this seminar is for you. We’ll take an in-depth look at the new export/download features available in the QCC Print Manager, highly recommended to make your life easier. Learn how to cut down on your backup documentation and calculate figures not given on reports—good-bye excess calculator tapes! Time permitting, we will look at the export feature “gridding”, the hottest new trend since online-browsing has become *so much easier* with the QCC. Come fly away with us!

[38] Stores and Fixed Assets Roundtable

Patti Truett, Modesto CSD

Karen Lewis, Modesto CSD; John Gardner, Elk Grove USD

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

Discussion On Issues Of Interest to Fixed Assets & Stores Users. Including:

Do we have Blue Skies Ahead With QCC Implementation? What functions and features are still missing? What needs to be changed? What is really terrific about the QSS Fixed Assets and Stores systems? Where does the PSFA Committee need to place emphasis next to advance the efficiency and usefulness of QSS' Fixed Assets and Stores Software?

load them into Budget Development! Topics will also include combining the budget models into a single budget. Understanding this process will make the leap to the GUI Budget Development module fun!

5:30 P.M.

**Be sure to register for this if you are an organization representative or a board member.
There is a \$25 charge to attend the dinner.**

Board of Directors Meeting & Dinner

Wednesday - March 4, 2009

7:15 AM – 8:30 AM BUFFET BREAKFAST

8:30 AM – 8:45 AM WELCOME & ANNOUNCEMENTS

PREMIUM SESSIONS

8:45 AM–4:30 PM

[E] Introduction to Enhanced Position Control

Don Hemwall, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This full-day premium seminar is designed for Human Resources or Personnel Directors and Clerks, Business Services Department Administrators, Budget Development Staff, Payroll Supervisors, Technical Support Staff, and anyone else who would like an introduction to and overview of the QSS/OASIS Position Control software. Position Control enables organizations to control and maintain staffing levels by focusing on authorized positions rather than on the number or names of employees. Once a district has all position control information in place, the software can ultimately be used to produce salary and benefits cost projections for current or future years, load salary and benefits cost projections directly into budget development, and create pay lines directly from position control data.

This seminar will cover QSS/OASIS position control concepts, and will be based on the newer Enhanced Position Control software, using the latest version of QSS ControlCenter (QCC – the graphical user interface, or GUI version of QSS/OASIS). This premium introductory seminar is similar to one presented annually as part of the **QSS** series of workshops. This will be the first time that this topic has been presented focusing entirely on the enhanced version of Position Control, using QCC, at a QSS Users Group Annual Conference. The presenter will attempt to cover as many of the myriad features of Enhanced Position Control as possible during this seminar, on an introductory level. Districts preparing to implement QSS/OASIS position control for the first time will require additional on-site, hands-on training by **QSS**.

If there are specific topics you would like to be sure are covered during this premium session, please e-mail your suggestions to Don@QSS.com prior to February 20, 2009.

8:45 AM–4:30 PM

[F] Core Financial

Seren Schaich, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This seminar will provide an overview of the latest QSS ControlCenter (QCC) versions of the major software tools used for General Ledger Setup, Financial Account Maintenance, Budget Maintenance, General Ledger Transactions, standard Accounts Receivable, and other topics. The seminar is designed for the user who is already familiar with these processes and wants an exposure to the new graphical user interface (GUI) versions of the software.

The anticipated audience for the QSS/OASIS Core Financial Seminar includes:

- Chief Business Officials

- Accounting Supervisors and Clerks

WEDNESDAY March 4, 2009 **Continued**

- Budget Managers and Clerks
- Technical Support Staff
- Anyone who would like to learn more about the QCC version of the QSS/OASIS core financial system

The following topics will be included in this seminar:

- 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)
- If time permits: Indirect Cost Accounting, Account Summarization, and possibly other Core Financial topics
- All of the above will be presented using the latest QCC version of QSS/OASIS

This is the first time this premium seminar will have been presented at an Annual Conference, however it is very similar to one presented by **QSS** on September 30, 2008 in Sacramento.

If you have any particular questions or topics you would like to see covered during this seminar, please e-mail them in advance to Seren@QSS.com.

REGULAR SESSIONS

8:45 AM– 10:15 PM

[40] Evaluating Server Options

*Duane Percox, QSS
Bill Genske, QSS*

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

This session will explore the various server options available to QSS/OASIS customers to replace the HP e3000. **QSS** will be supporting multiple server options using Linux and/or HP-UX operating environments. Performance metrics of various server configurations will be presented and the session will identify the key points to consider in server configuration for successful deployment of the new **QSS** ‘open systems’ applications. System administrators, programmers and technical managers should find this session extremely helpful. This seminar has been presented at the last four Annual Conferences, but the content is updated and revised each year.

[41] QCC Absence Tracking

Jeff McLaughlin, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will focus on using the **QSS ControlCenter (QCC)** with the QSS/OASIS Absence Tracking module, and will be the first presentation of the **QCC** version of Absence Tracking at an Annual Conference. This module enables a district to track employee leave such as sick leave, vacation, personal necessity, and numerous other district-defined types of leave. Extensive reports and automated accrual processes are included, with optional links to Position Control and Payroll. Come see the Advanced Search, Employee Lists, and snapshot views of employee absence history along with many other new features.

[42] Establishing a Continued Educational Unit Program

Sue Daniel, Kern SOS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Come and join an exploratory committee to discuss the possibility of creating a formal program for educational paths and certification programs specific to the QSS/OASIS Financial System. If there is any interest in establishing a program to encourage workshop attendance or to be used as an opportunity for professional development for yourself or current employees, come and share your thoughts. We envision a steering committee that will establish paths, requirements and testing content. We are open to all suggestions and comments. Get involved with the creation of something brand new!

[43] PSFA Accomplishments and Projects

John Gardner, Elk Grove USD

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

There will be Blue Skies Ahead for your Purchasing department once they find out about and start taking advantage of all the enhancements the PSFA (Purchasing Stores Fixed Assets) committee has completed. Our review will include the many improvements to the Purchasing, Stores, Fixed Assets and Fixed Assets Inventory modules. We will review the Requisition screen improvements for PO/PR find and process by group, Cancel, List Waiting PR's, default split code, Mass convert to PO and Re-route by queue. We will also review the Request for Quote and Vendor/HR employee sync enhancements.

Break Time 10:15 - 10:30



10:30 AM–12:00

[45] Migrating Your Data from TurboIMAGE to SQL

*Duane Percox, QSS
Bill Genske, QSS*

EXPERIENCE LEVEL	ADVANCED
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

This session will provide details on how **QSS** will migrate your data from the HP e3000's TurboIMAGE databases to new relational database systems (RDBMS). This session will outline the migration path for your data from your existing HP e3000 to the new RDBMS that **QSS** supports and explore the migration toolset developed by **QSS** to facilitate the migration. You will learn about which SQL databases **QSS** applications support, some basic administration of these databases and how **QSS** applications are architected to use this new database technology. This seminar is intended for technically-oriented participants such as system administrators, programmers, and technical managers. This seminar has been presented at the last five Annual Conferences, but the content has been updated and revised to include the progress, decisions and discoveries made by **QSS** during the past year.

[46] Integrating HR Data Into Excel/Word

Cindy Buck, Santa Clara COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will provide examples of how to take QSS HR information and export into Excel and produce a document that would include graphs and charts- good enough to provide your Board. Check out the "Blue Skies" in QCC!

[47] AP Users Prospective

Gail Atwood, Sutter COE

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

You haven't flown until you have done Vendor Maintenance, other Master Files, Batching, Overview of Purchase Orders and Requisitions, PO Payments, Pay Vouchers, Travel Claims, Credit Memos, Liability Payments, Accounts Payable Reports, Transaction Maintenance, Revolving Cash, and Hand and Canceled Warrants the QCC way. We will go through live screens and familiarize the pilot with the new screens. Bring your parachute, 'cause it's going to be quite a ride.

[48] Fixed Asset Inventory

Jeff McLaughlin, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will provide an overview of the QSS/OASIS Fixed Asset Inventory module, which enables taking an inventory of your assets via barcode scanner attached to a hand-held computer. Fixed Asset Inventory (FAI) is a separately-licensed companion to QSS/OASIS Fixed Assets. The presentation will briefly cover how to create and include assets in inventory sets, how to take physical inventory using a **QSS**-supported barcode scanning device, how to generate reports associated with the FAI module, and related tasks. This is the first time this topic has been presented at an Annual Conference.

LUNCH 12:00 - 1:15

Raffles & Giveaways During the Lunch Hour

1:15 PM–2:45 PM

[50] QSS Migration Planning Meeting 1 of 2

*Duane Percox, Bill Genske, QSS
Jeff Vance, Bret Dabel, QSS*

EXPERIENCE LEVEL	ADVANCED
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

This half-day meeting is primarily for customer representatives involved in planning their organization's migration from the traditional QSS/OASIS software to the new graphical user interface (GUI) and 'open systems' versions of the **QSS** software. The **QSS** Migration Planning Meeting has occurred on the day immediately prior or after QSS Users Group Board of Directors meetings, three times per year for the past several years. Topics covered in prior meetings have included both client and server platforms, supported databases, migration schedules, and beta test results and plans. The latest information regarding migration experience and strategies from **QSS** is presented at each meeting. Communication regarding past **QSS** Migration Planning Meetings has been via the user group's listserv, and copies of the Minutes from prior **QSS** Migration Planning Meetings are maintained on the user group's web site. Conference-goers who have not attended these prior meetings will be better prepared to participate in this one if they review those Minutes prior to participating in the 2009 sessions. Due to the technical nature of this meeting, participants usually include system administrators, programmers, technical managers, and occasionally a technically astute school business official. This meeting is two sessions long – participants should register and plan on being present for both sessions 50 and 55.

[51] Downloading to Reconcile PERS & STRS

*Catherine Hawes, Sutter COE
Gail Atwood, Sutter COE*

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Learn to fly through your STRS and PERS reporting by using the QSS downloader, both traditional and QCC. We will show you how to submit your reports without turbulence by utilizing Excel's tools to alleviate excess baggage (errors).

[52] Payroll Transfers

Jeff McLaughlin, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	REVISED

The General Ledger Payroll Transaction Maintenance program (PG0002) allows you to create payroll transfers to repost labor and employer-paid benefits expenses for a payroll warrant. This seminar will discuss the purpose for PG0002, and then walk participants through the various processes for adding, changing, approving or deleting payroll transfers, as well as covering the Payroll Transfer Transactions report (TP0100). The intended audience for this seminar includes payroll staff as well as budget managers responsible for correct posting of payroll expenses, along with technical support staff. Although there will be a brief discussion of the technical requirements for using PG0002, the majority of this seminar will focus on processes employed by the non-technical end-user of payroll transfers. PG0002 was first distributed to all QSS/OASIS customers on the GL4 Release in 2005, with updates on the GL5 Release in February 2007. This seminar was presented at the last two Annual Conferences. The latest generally-released version of the software will be used for this presentation.

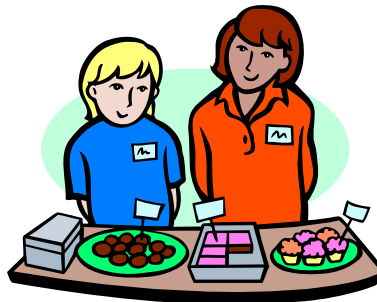
[53] Requisition and Routing Approval

Susie Coffman, Santa Clara COE

EXPERIENCE LEVEL	BEGINNER
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

Get your “*Feet Wet*” with Requisition Routing in QCC. This session will provide an overview of electronic approvals within the QCC environment. Learn the basic setup and maintenance and see how easy it is to track on-line approvals!

Break Time 2:45 - 3:00



3:00 PM–4:30 PM

[55] QSS Migration Planning Meeting 2 of 2

*Duane Percox, Bill Genske, QSS
Jeff Vance, Bret Dabel, QSS*

EXPERIENCE LEVEL	ADVANCED
PRESENTATION LEVEL	TECHNICAL
SESSION TYPE	REVISED

This half-day meeting is primarily for customer representatives involved in planning their organization’s migration from the traditional QSS/OASIS software to the new graphical user interface (GUI) and ‘open systems’ versions of the **QSS** software. The **QSS** Migration Planning Meeting has occurred on the day immediately prior or after QSS Users Group Board of Directors meetings, three times per year for the past several years. Topics covered in prior meetings have included both client and server platforms, supported databases, migration schedules, and beta test results and plans. The latest information regarding migration experience and strategies from **QSS** is presented at each meeting. Communication regarding past **QSS** Migration Planning Meetings has been via the user group’s listserv, and copies of the Minutes from prior **QSS** Migration Planning Meetings are maintained on the user group’s web site. Conference-goers who have not attended these prior meetings will be better prepared to participate in this one if they review those Minutes prior to participating in the 2009 sessions. Due to the technical nature of this meeting, participants usually include system administrators, programmers, technical managers, and occasionally a technically astute school business official. This meeting is two sessions long – participants should register and plan on being present for both sessions 50 and 55.

[57] Indirect Costs

Jeff McLaughlin, QSS

EXPERIENCE LEVEL	GENERAL
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

The Indirect Costs module enables a district to establish indirect cost rates for groups of accounts, specifying debit and credit accounts, then launch a job to create the cash transfers to post the indirect costs to your general ledger. Indirect Costs was distributed to all QSS/OASIS customers as part of the Core Financial product on the GL4 Release in June 2005. The latest version of QSS ControlCenter (QCC), the graphical user interface (GUI) version of QSS/OASIS will be used to demonstrate how to set up rates and rules that are then used to generate a cash transfer distributing and charging indirect costs to appropriate accounts. This session will assume a basic understanding of the principles and rules related to indirect cost accounting procedures as described in the California School Accounting Manual or in the school accounting manual of your own state if you are a customer located in a state other than California.

[58] Upgrading to Excel 2007

Stephanie Gunderson, El Dorado COE

EXPERIENCE LEVEL	INTERMEDIATE
PRESENTATION LEVEL	NON-TECHNICAL
SESSION TYPE	NEW

This session will provide an introduction & overview of Excel 2007. The session is best suited for those individuals already experienced in using earlier versions of Excel. I will highlight the "New" elements now available in Excel 2007, provide some shortcuts, tips & tricks available and provide you some resources to aid in the transition to the newer version. It does not take long to become accustomed to the new 'look & feel' of Excel 2007 - come on in...you'll like it!



Thank you for attending this
conference

See you next year at the Hilton in
Ontario February 28 - March 3, 2010

Please drive home carefully

2009 CONFERENCE COMMITTEE

Andrea Alvarado Merced County Office of Education
Cathy McKim Santa Clara County Office of Education
Cindy Buck..... Santa Clara County Office of Education
Frank Fish Quintessential School Systems
Julie Goto..... San Ramon Valley Unified School District
Leeann Errotabere..... Visalia Unified School District
Oswaldo Verduzco Merced County Office of Education
Sherry Lack..... Sacramento County Office of Education
Vern Alvarado Merced County Office of Education

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2008-2009 EXECUTIVE BOARD

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Sacramento County Office of Education*

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Santa Clara County Office of Education*

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Visalia Unified School District*

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*Jon Morgan
Pleasanton Unified School District*