



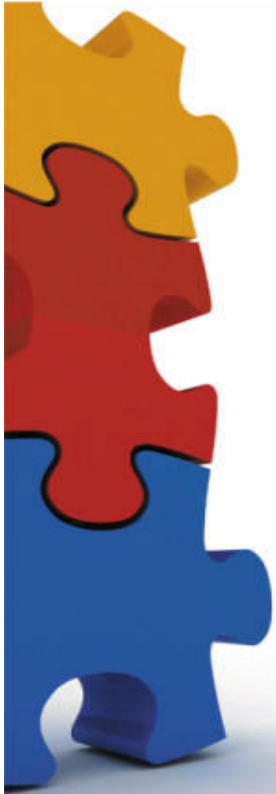
Tracks – T1

Overview of Tracks Breakouts



T2 – Recording and Collecting Student Debts

- Charging Customer Accounts.
- Pre-payments and Payments on Account.
- Handling NSF Checks.
- Generating Fees.
- Importing fines using Import Manager.
- Printing Form Letters and Statements.
- How to write off bad debts.
- Collecting payments online.
 - Friday at 12:45.



T3 – Getting the Most from FundRaiser

- Set up of FundRaiser Type items.
- FundRaiser Codes.
- Reports – by GL Account or student.
- Use of Import Manager to pull transactions into Tracks.
 - Friday at 2:00.





T4 – Year End with Dr. Download and SUU

- Copy prior year data.
- Import incoming students.
- Roll student debts to next year.
- Clear prior year history.
- Map data fields for both Dr. Download and SUU.
- Import student photos.
 - Thursday at 4:00.
 - Friday at 12:45.



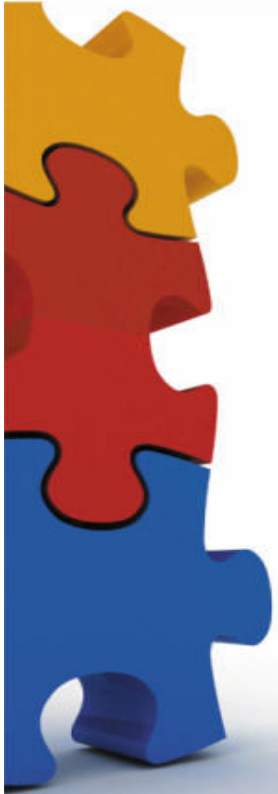
T5 – Advanced Reporting

- Which report does what?
- Grouping & Department Codes.
- Bonus Fields.
- Donation reporting.
- Form letters.
 - Thursday at 2:30.
 - Friday at 10:15.



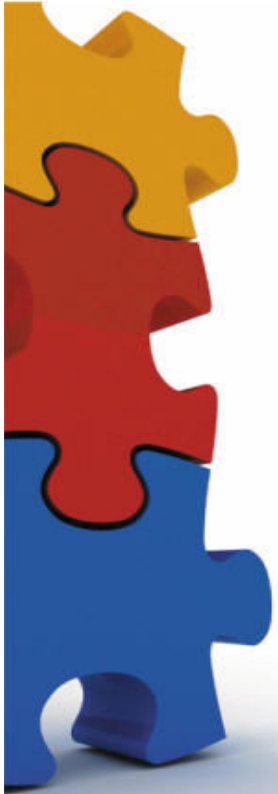
T6 – Tracking Donors & Donations

- Donations from start to finish.
- Set up donors & donation items.
- Donor receipts.
- Accepting donations.
- Reporting options.
- Form letters.
 - Friday at 2:00.



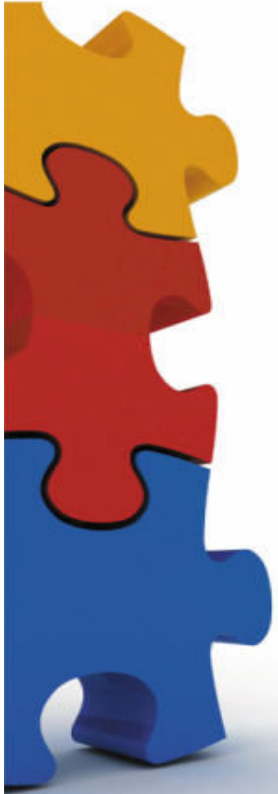
T7 – Managing Your Student Store

- Tracking inventory.
- Making sales more efficient.
- Point of Sale equipment tips.
- Cash drawer tips.
 - Thursday at 4:00.
 - Friday at 2:00.



T8 – Fall Registration Made Easier - Round Table

- Tips to make registration FASTER!
- Set up temporary customers.
- Organize volunteers.
- Handle large amounts of cash.
- Troubleshoot equipment problems.
- Open forum for fall registration ideas.
 - Thursday at 9:15.





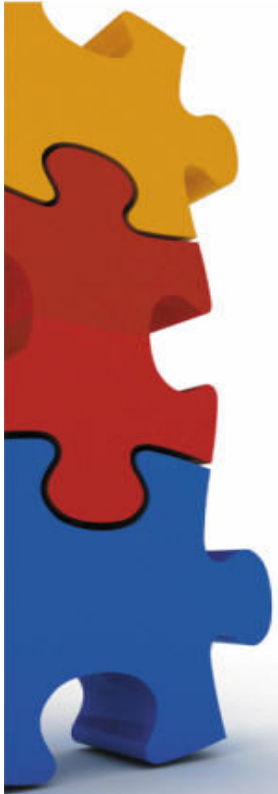
T9 – Shazam & Oops! Shortcuts & Correcting Mistakes

- Shortcuts to speed sales.
- Did you sell the wrong item to the wrong customer?
- Did you enter an incorrect amount?
- Did you mess up a refund?
- We'll show you how to fix it!!!
 - Thursday at 2:30.
 - Friday at 10:15.



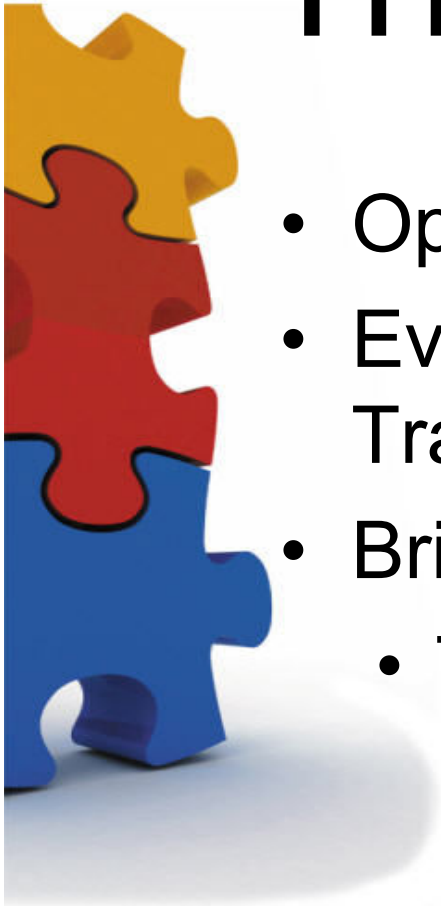
T10 – Ticket Options: Dances, Proms & Football

- The basics of Item setup.
- Ticket pricing.
- Tracking Guests.
- Reporting options.
 - Thursday at 9:15.
 - Friday at 10:15.



T11 – Tracks Round Table

- Open forum discussion.
- Everything you ever wanted to know about Tracks.
- Bring your questions and requests!
 - Thursday at 1:15.



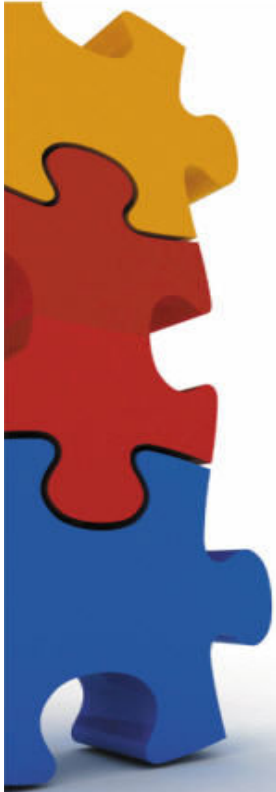
T12 – Automatic Generation of Student Course-Based Fees

- Automatic fee creation!
- Importing schedule data from your student information system.
- Setting up fees to be billed.
- Charging fees on the Work Screen.
 - Friday at 9:00.



T13 – Tracks System Startup

- Review of setup options.
- Importing student data.
- Item setup.
- Making a sale.
- Handy checklist!
 - Thursday at 1:15.





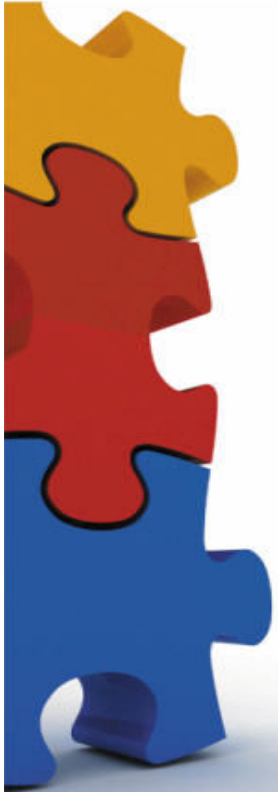
T14 – NSF Checks and Student Refunds

- Returned check item & GL account setup.
- Selling an NSF check.
- Entering bank fees.
- Issuing refund checks to students.
- Check recovery systems.
 - Thursday at 9:15.
 - Friday at 9:00.



T15 – Tracks Lockers

- Locker item setup.
- Entering lock and locker information.
- Issuing lockers to students.
- Printing locker cards.
- Reporting options.
 - Thursday at 4:00.





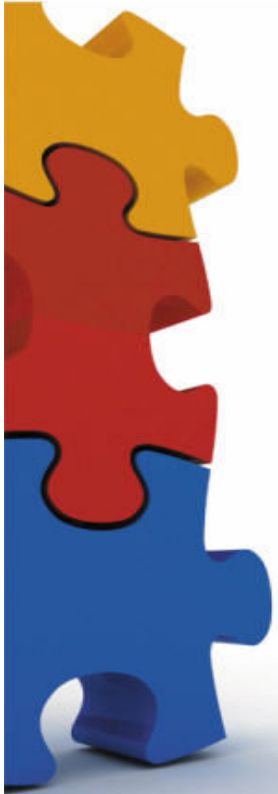
T16 – Import Manager

- Importing sales and debt information.
- Creating receipts.
- Getting a correct import file.
- Reversing a job gone wrong.
 - Thursday at 10:30.
 - Friday at 12:45.



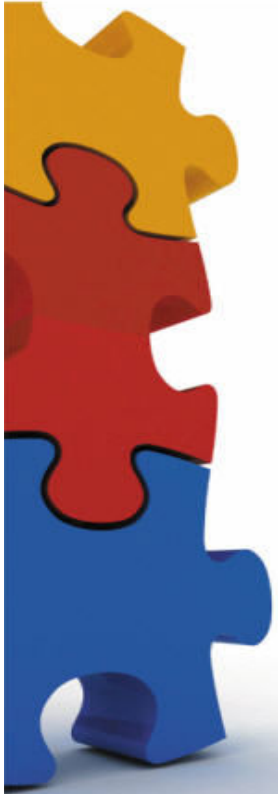
T17 – Equipment Tracking

- Item setup.
- Issuing and returning equipment.
- Charging for lost equipment.
- Reports.
 - Thursday at 10:30.



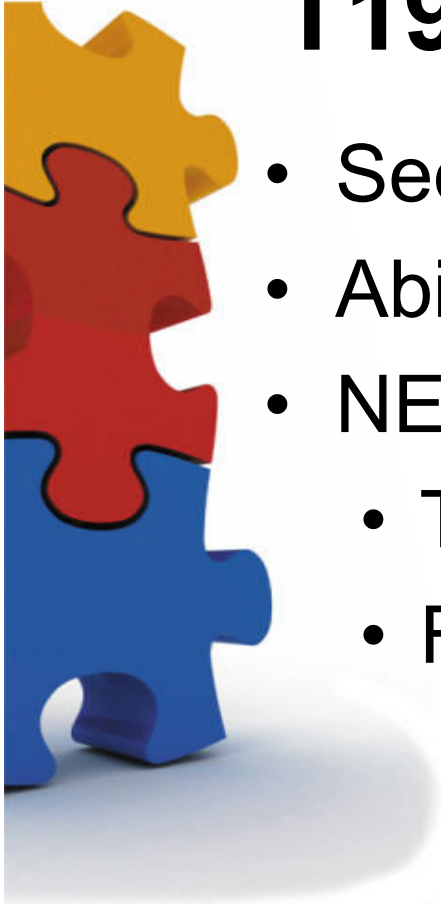
T18 – eCommerce Manager for Tracks

- Allow parents to make purchases online.
- Increase sales accuracy and shorten lines!
- Examples of setup options.
- Creating receipt transactions.
 - Thursday at 9:15.
 - Friday at 10:15.



T19 – Tracks WEB Demo

- See the new product in action.
- Ability to collect monies all over campus.
- NEW! Teacher Sales Screen.
 - Thursday at 1:15.
 - Friday at 12:45.



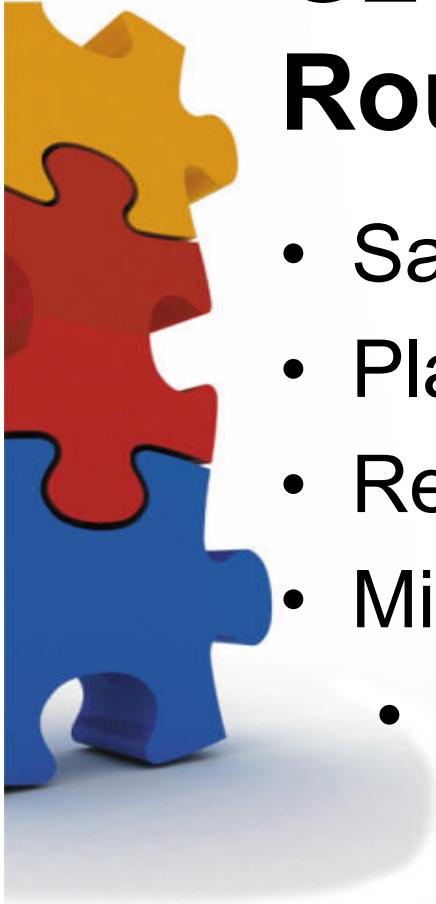
G1 – Integration of Tracks, SchoolBooks, and eCommerce

- Integration – including online sales!
- Split closeouts into multiple deposits.
- NSF and Refund Checks.
- Issue a SB Purchase Order for Tracks Items and update Inventory.
 - Thursday at 10:30.

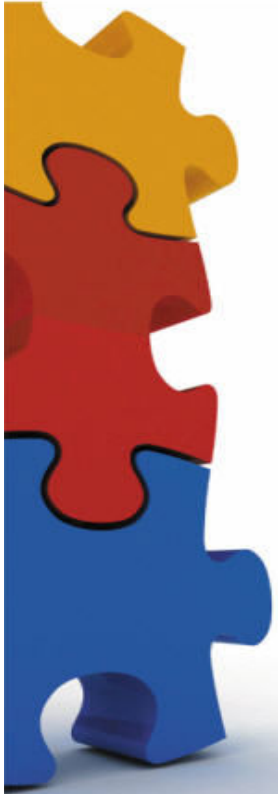


G2 – Activity Directors - Mini-Round Table

- Sales and collections.
- Planning fundraisers.
- Reporting protocols.
- Mini-Round Table Discussion.
 - Friday at 12:45.



G3 – SB/TR Hands-On with Blue Bear

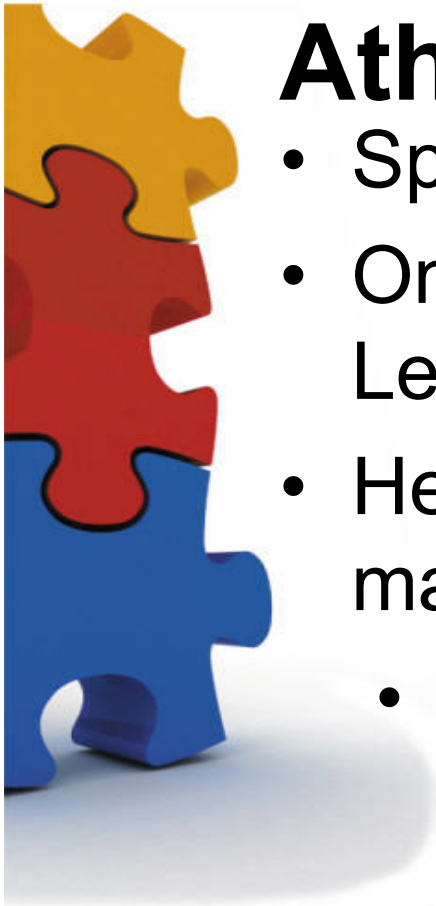


- Use your data to practice what you learn!
- Blue Bear staff on hand.
 - Available throughout the day on Thursday and Friday.
 - Seating and time slots are limited.
 - Please schedule an appointment at the Registration Desk on Wednesday or in the Road Runner room Thursday/Friday.

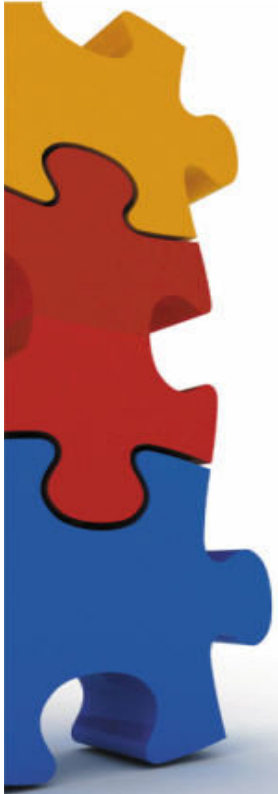


G4 – Active Connects - Athletics

- Sports fees collection.
- Online registration programs – Eteamz, LeagueOne and ActiveNet.
- Help us help you make school sports management easier!
 - Wednesday at 1:30.



G5 – Active Connects – Website Content Manager

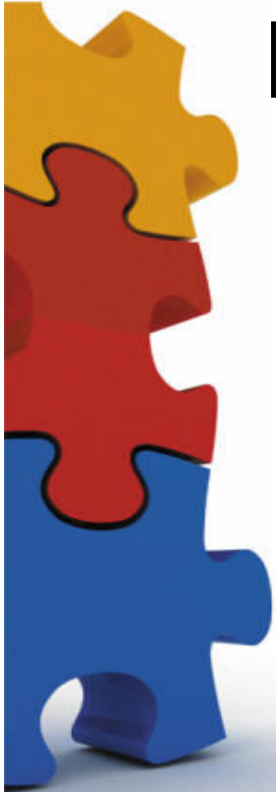


- No more waiting for school/district techs!
- Update Website content.
- Manage online information.
 - Wednesday at 2:45.
 - Thursday at 10:30.



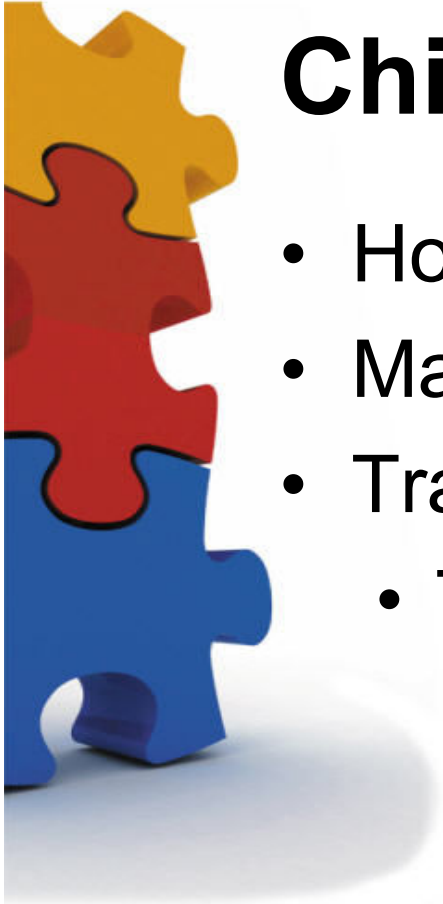
G6 – Active Connects – Facilities Reservations

- Improve Facility Management
- Increase Utilization Rates
- Automate Reporting
- Improve A/R Management
 - Thursday at 4:00.



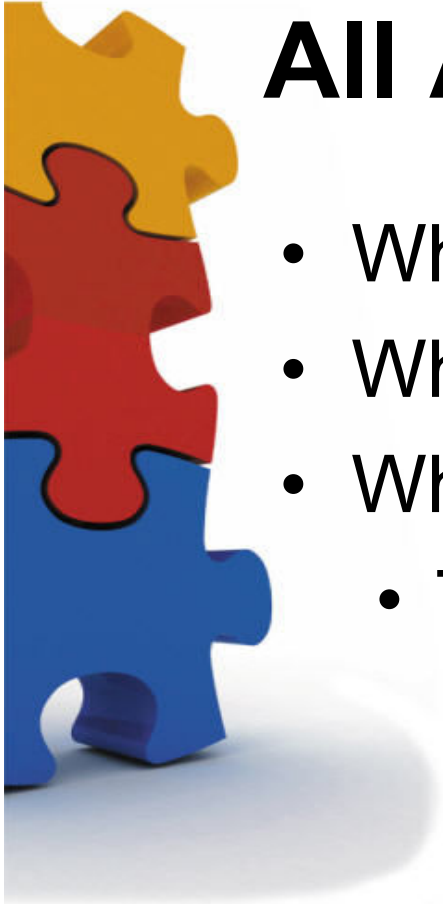
G7 – Active Connects – Childcare/After School

- How to streamline operations.
- Manage enrollment and payments.
- Track alerts and parent authorizations.
 - Thursday at 1:15.



G8 – Active Connects – All About Active

- What we do.
- Who we serve.
- Where we are headed.
 - Thursday at 9:15.





G9 – Active Connects – Web Store Tips

- How to Publicize your Web Store.
- Key Places to Highlight the ONLINE OPTION.
- Power of Email.
- Getting the Most Visibility for your Web Store on your School Website.
 - Wednesday at 1:30.
 - Friday at 10:15.





G10 – Active Connects - Summer Programs

- Save yourself time and energy by allowing your participants to register online.
- Give your community the ability to pay for their summer programs by Credit Card, Debit Card, and E-Check.
- Forget about those HUGE stacks of paper and streamline your data collection process.
 - Friday at 9:00.



G11 – Active Connects – Fundraisers

- Learn how to generate more donation money for your school / district in this tough fiscal climate.
- Give your parents and donors the ability to support your school / district from anywhere with your own Online Donation Program.
- Allow your donors to see how their contribution is helping their school / district reach it's goal.
 - Wednesday at 2:45.
 - Thursday at 2:30.





D1 – District Support for Blue Bear – Mini Round Table

- Managing multiple school sites.
- Month and Year End reports.
- User codes and security.
- Round table conversation – most talking by all attendees will take place here.
 - Friday at 9:00.
- *Note: This class is only open to district personnel.*





D2 – Transition from Client Server to SB WEB

- How you are going to transition your school from CS to SB WEB.
- Similarities and differences between platforms.
- Installation and set up.
- Training recommendations.
 - Thursday at 4:00.
- *Note: This class is only open to district personnel.*



D3 - District Audit Functions and Tools

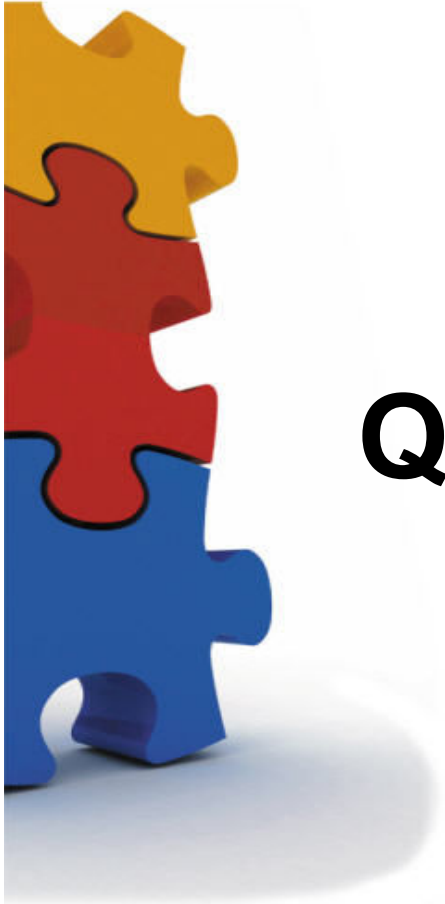
- Audit Tools in SchoolBooks and Tracks.
- User Codes and System Security.
- Fraud prevention.
 - Thursday at 1:15.
- *Note: This class is only open to district personnel.*



D4 – District Survival Kit

- Hiring Procedures, Staff Responsibilities, and Training Suggestions.
- Fraud Prevention and Cash Handling Protocols.
- Some open discussion where we will discuss what works and what doesn't for some issues.
 - Thursday at 2:30.
- *Note: This class is only open to district personnel.*





Questions & Answers

