

**SYSTEMS 3000 LIVE WEBINAR TRAINING SESSIONS & VIDEO TRAININGS**

Via [www.systems3000.com](http://www.systems3000.com)

As we continue to be restricted from being able to hold our in-person training sessions due to the pandemic, we will be offering live webinar trainings for the shorter (hour and a half) subject specific training sessions for 2022. Please continue to watch our video trainings, for all applications, which provide districts with additional resources of information that would normally be covered during these live in-house training sessions. These video trainings, along with the related training documentation, are available on our website. As always, we continue to support our clients via phone, email, and our support portal connection. We would like to thank all our districts in advance for their cooperation.

## ACCOUNTING APPLICATION TRAINING SESSIONS FOR 2022

FA PART I	FA PART II	FA YEAR END PART I	FA YEAR END PART II	FA BUDGET PROJECTION
<p><i>Webinar Training 9:30am-11:00am</i></p> <p><b>Vendors, POs, Invoicing, Check Processing, Fixed Assets, Reporting</b></p> <p>March 9 April 6 May 4 June 8 July 6</p>	<p><i>Webinar Training 9:30am-11:00am</i></p> <p><b>Exp/Rev Accts, Receipts, Receivables, Billing, GL, Adjs, Reporting</b></p> <p>March 16 April 13 May 11 June 15 July 20</p>	<p><i>Webinar Training 9:30am-11:00am</i></p> <p><b>PT I: preparing pos for rollover &amp; rolling over</b></p> <p>May 3 May 10 May 17 May 24 June 7 June 14</p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>PT II: opening cycle 13 &amp; Fund 20 reconcilication</b></p> <p>July 5 July 12 July 19 Aug 2 Aug 9 Aug 16</p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Budget/Revenue Projection Entry &amp; Reporting</b></p> <p>Sept 20 Oct 4 Oct 11 Oct 25 Nov 8</p>

## PAYROLL & HR APPLICATION TRAINING SESSIONS FOR 2022

PR PROCESSING	PR QUARTERLY	PR YEAR END	PR EMP PORTAL	HR PROCESSING
<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Definition Master Setup, Employee Setup, Processing a Payroll</b></p> <p>March 23 Aug 17 Oct 5 Oct 19 Nov 16 Dec 7</p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Quarterly Reports Processing and Verification</b></p> <p>March 22 March 29 April 5 April 12 June 28 Sept 27 Dec 14</p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Year End Rollover, Tax Changes, W2 Processing</b></p> <p>Nov 15 Nov 23 Nov 39 Dec 6 Dec 13 Dec 20</p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Admin Employee Portal Training</b> <i>(scheduled as needed for new portal districts)</i></p>	<p><i>Webinar training 9:30am-11:00am</i></p> <p><b>Personnel System Review, Employee Setup, Report Generation</b></p> <p>May 18 June 22 July 13 Aug 10 Sept 14</p>