

One Day Adagio Inventory Control & Order Entry Training Seminar



A one day Adagio Training Seminar is an excellent opportunity for administrators, managers and staff to maximize investment in Adagio Accounting. This event will concentrate on the Inventory Control and Order Entry modules. We will cover the major new features in each module's most recent release, v8.1C, along with many of the common features and concepts applicable to most users.

Your specific questions about features and functionality are welcomed and always answered as part of the presentation. This training takes place in a classroom setting, and **registration is limited to 10 students**. This is not hands-on training, so laptops will not be required.

Inventory Control Topics Covered

- Review of new features in latest release.
- Allowing 'Quantity on hand' to fall below zero.
- Pros and cons of the different costing methods. Handling 'Residual costs'.
- Preventing costing errors.
- Using alternate prices and special prices to manage customer price lists.
- Using 'Alternate units of measure' rather than separate item numbers.
- Setting up multiple 'Alternate item numbers' for a single item number.
- Using the 'Reorder by location' to manage stock levels at each location.
- Using the Item inquiry function to find out everything you need to know.
- Updating 'Physical inventory counts'.
- Deleting items without generating 'Data integrity errors'.



Order Entry Topics Covered

- Review of new features in latest release.
- Improving data entry speed.
 - Data entry best practices.
 - Using the new Order/Item Entry templates.
 - Using Text Blocks.
 - Using SalesCQ for quotes.
 - Using the inquiry functions in Order Entry History to improve order processing.
- Handling payments with orders.
- Using the Credit Check function.
- Using the 'Expected ship date' to manage back orders.
- Preventing a duplicate shipment on a re-printed Picking slip.
- Preventing duplication of customer Purchase Orders.
- Preventing duplication of Credit Notes.
- Tracking who created and modified orders.
- Printing Shipping Labels. Use IMS Label Print.
- Using GridView to look up outstanding customer back orders and find the outstanding Purchase Order(s) for the same item.
- Using PrintBoss to seamlessly change forms and printer selections.

Please visit
www.accssolutions.com
for more information and
online registration

See over for registration information...



Inventory Control & Order Entry Adagio Training Seminar Registration

Kelowna: Tuesday Sept. 28 (following Softrak's Adagio Academy Sept. 27)
Ramada Inn Kelowna, 2170 Harvey Avenue (250) 860-9711

Surrey: Thursday Oct. 14
Sheraton Vancouver Guilford Inn, 15269 104th Avenue, Surrey, BC
(604) 582-9288

Winnipeg: Wednesday Oct. 27
Greenwood Inn & Suites, 1715 Wellington Avenue (204) 775-9889

Time: Instruction 8:30 am – 4:30 pm.
Lunch will be provided. In Winnipeg, breakfast will also be served.

Hosted By: AccSys Solutions Inc., with offices throughout Western Canada
Mailing address: Suite 401 - 19292 60th Avenue
Surrey, BC V3S 3M2 1.888.534.4344

Cost: Register 2nd and 3rd attendees from the same organization and save!
Early Bird: 1st attendee = \$695
2nd/3rd attendee = \$595
Regular: \$795

- Time permitting, we will also cover ...**
- User and workstation setup review
 - Adagio SalesAnalysis
 - Toolkit for Adagio – features many useful utilities
 - National Accounts for Adagio
 - Electronic Data Interchange (EDI)
 - Warehouse Management Systems
 - Link2 Solutions for Adagio – Link2 UPS among others
 - Virtual Vendor – web store and catalogues
 - Open Forum - your questions answered

Register now to take advantage of early bird pricing. Regular prices apply to all attendees registering within three weeks of the course start date. Fees do not include applicable taxes. In Manitoba add 5% GST. In BC add 12% HST.

To register, fax to: 1.888.534.4385. Email info@accsysolutions.com, or call 1.888.534.4344.

Company: _____

Address: _____

Phone: _____

	Winnipeg	Surrey	Kelowna
Attendee #1: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendee #1 e-mail: _____			
Attendee #2: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendee #2 e-mail: _____			
Attendee #3: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendee #3 e-mail: _____			

Payable in advance by: Visa MasterCard by cheque to AccSys Solutions Inc.

Credit card number: _____

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