5:30pm – 6:30pm	**All participants' Fireside chat 5:30pm : WELCOME, Introductions, Year in Review discussion** **Food and Drink to follow at 6:30pm**
Evening Event	**Late registration and hospitality in the Take Two Suite**

Take Two — Integrated ERP K-12 Solution

7:30am 8:30am	We are jogging – would love anyone to join us! Registration Opens: We encourage you all to pre-register Tuesday at the fireside chat		
	Gold	**Platinum**	**Silver**
9:00am – 10:30am	**PAYROLL** What's New (New options & features)	**HR/TECH** Reskill & Upskill your CIMS knowledge. Tips & tricks and highlights of what's new	**FINANCE/TECH** Chat with R2I and ASNA two of our best application buddies. Then Best Features and new Adds
10:45am	**HR /PAYROLL/TECH** Responsibilities to Share; eFolders & Attaching	**FINANCE** Accounts Payable and Cheques VISAs Accounts Receivable	
Noon	LUNCH in Copper		
1:00pm – 2:15pm	**PAYROLL** Tips & Tricks	**HR** People Analytics and Reporting; What to Run & Where to Find It	**FINANCE** Journal Entry Options and new categories concept. Prepaids – could we make them work?
2:30pm – 4:00pm	**PAYROLL/TECH** (Employee & Admin Connect) Ease of Use? Next Steps?	**HUMAN RESOURCES** Review of F11 Lines, Core Menu and Reminders	**FINANCE** T4A – T2200 Yearend/Yearstart Reminders
Evening Event			

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Take Two
Integrated ERP K-12 Solution

7:30am	We are jogging in the morning – consider joining us!		
	Gold	**Platinum**	**Copper**
9:00am – 10:15am	**PAYROLL** Payroll Processor Minimize time/Maximize Accuracy	**HUMAN RESOURCES** JobConnect – troubleshooting applications, enhancements, effectively collecting information	**FINANCE** AdminConnect Management Users, Power Users, Schools – Next Steps!
10:30am – Noon	**Mandatory and fun Wellness Break for all groups!**		
Noon	**LUNCH in Copper**		
1:00pm – 2:15pm	**HR/PAYROLL** Absence and Leaves; Return to Work and Long Term Leaves	**FINANCE** Procurement Topics Inventories and Assets Vendors	
2:30pm – 3:30pm	**PAYROLL** Time Worked/Time Missed Management	**HUMAN RESOURCES** New Hire – things to consider when hiring and recording new staff; future enhancements for success	**FINANCE** Reports GL Reports Chart of Accounts Topics
3:30pm – 4:30pm	**FINANCE/PAYROLL** Position Control Balancing HR-PAY-FIN	**HUMAN RESOURCES** Evaluations and Performance Assessments; modernizing the steps to success	**TECHNICAL** Security Topics Backup Other IBMI
6:00pm	**Evening Banquet – Drinks, Dinner, and Events in the Copper Room**		

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	Gold	Platinum	Copper	Hospitality Suite
8:30am – 9:45am	**PAYROLL** Know/Leverage Your Setup and Definitions	**HUMAN RESOURCES** Simplifying Letters & Contracts using AdminConnect; Next Steps	**FINANCE** School Spending, SchoolBooks, eCommerce Topics	**TECHNICAL** How to's and Questions with Miles
10:00am – 11:00am	**PAYROLL/FIN** My Favorite Payroll Reports !	**HUMAN RESOURCES** Random Topics, Round Table, Final Conversations	**FINANCE/TECH/HR** Users access. Supervisors and Approvers. Connect Years and access. Providing users with what they need to see (schools, managers, Supt).	
11:00am	Conference Agenda Completed – Afternoon Opportunities to Meet with Take Two			
11:00am – 3:00pm	**Personal Sessions available upon request!**			