

## KSUG Session Schedule Tuesday, March 31 &amp; Wednesday, April 1

	Ironwood	Aloeswood	Kilimanjaro Suite 10	Kilimanjaro Suite 9	Sagewood	Rosewood	Kilimanjaro Suite 8	Kilimanjaro Suite 7	African Ballroom Suite 20	African Ballroom Suite 90
Session # 1 10:40 AM - 11:30 AM	Current Year Scheduling: Common Scheduling Reports & Alternatives	Attendance: Setup Review & Best Practices	Food Service: Verification Selection & Direct Certification Process	S2Q Traomomg Database Review amd SMS Cleanup	S2Q Migration: Data Clean Up Checklist for Finance	Payroll: Pay Schedule Details (Q BUS)	General: Navigation (Q BUS)	Time Tracking: Employee Groups (Q BUS)	roadmap stu	One on One Q&A
11:35 AM - 12:00 PM	Opening Remarks:									
12:00 PM - 12:50 PM	Lunch: <b>STAFF WILL DISMISS EACH TABLE</b>									
Session # 2 1:00 PM - 1:50 PM	Current Year Scheduling: Tips & Best Practices	Attendance: Monitoring & Letters	Customization: Creating Fields to Use in Online Forms & List Screens	S2Q Security: Setup Overview for Student	S2Q Cleanup & What to do After Go Live	Payroll: Reissue Checks vs Void & Reissue (Q BUS)	Accounts Receivable: Overview (Q BUS)	Time Tracking: Prep (Q BUS)	Parent Square	One on One Q&A
Session # 3 2:00 PM - 2:50 PM	General: Unlock the Power of Your Qmlativ Dashboard	Attendance: Absence Occurrence Feature & More	Customization: Custom Projects - Beginner	Grading: Student Profile - A Grading Journey	S2Q Migration: Data Clean Up Checklist for HR	Payroll: Troubleshooting - Why Isn't the Amount Correct? (Q BUS)	Message Center: Notifications - Setup & User Preferences (Q BUS)	Time Tracking: Schedules (Q BUS)	DistrictPulse	One on One Q&A
Session # 4 3:00 PM - 3:50 PM	Graduation Planning: Getting Started	Discipline: Reports	Customization: Personalizing the Experience for My District	Grading: Transfer Courses	S2Q Payroll: Pay Schedules – What & Why Are They Needed	Payroll: Updating Deductions & Benefits (Q BUS)	Process Management: A Beginner’s Guide (Q BUS)	Time Tracking: Setup / Assignment Groups (Q BUS)	School Technologies	One on One Q&A
Session # 5 4:00 PM - 4:50 PM	Family Access: Setup & customize Experience	Discipline: Using Browses to your Advantage	Customization: Traditional Customization Features - Advanced	MTSS: Overview - Observations, Referrals, & Interventions	20-20 HR: True Time (SMS) & Time Tracking (Q) Setup & Processing	Payroll: Utilizing Defaults (Q BUS)	Process Management: Onboarding Sample (Q BUS)	Time Tracking: Setting Up Payroll (Q BUS)	roadmap bus	One on One Q&A
5:00 PM - Till	Networking Event									

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Session # 6 9:00 AM - 9:50 AM	Import Designer: Beginning Steps on Designing a New Import	Fee Management: Utilities	Qmlativ PIMS Overview	Future Year Scheduling: Building a Master Schedule	Position: Handling Job Changes (Q BUS)	Time Off & Payroll (Q BUS)	Staff Planning: Finalizing For the New Year (Q BUS)	Reporting: Data Mining - Finance (Q BUS)	NSE Part 1	One on One Q&A
Session # 7 10:00 AM - 10:50 AM	Import Designer: Practical Imports - Student Course Requests	Fee Management: Year End Considerations	Spec Ed, Discipline and Attendance - Accurate Data Entry	Future Year Scheduling: Different Ways to Add Student Course Requests	Position: How Do Positions & Assignments Interact with Calendars? (Q BUS)	Time Off: Advanced Troubleshooting (Q BUS)	Staff Planning: Roundtable (Q BUS)	Reporting: Data Mining - HR (Q BUS)	NSE Part 2	One on One Q&A
Session # 8 11:00 AM - 11:50 AM	Import Designer: Updating Existing Records with Ease	Grading: Report Card Time!	Special Ed: Introduction	Future Scheduling: Utilizing Course Requests to Analyze Course Master	Position: HR Overview (Q BUS)	Time Off: Comp Time Setup & Processing (Q BUS)	Staff Planning: Sending a Plan to the Budget (Q BUS)	Reporting: Processing Lists - Reimagined! (Q BUS)	RevTrak	One on One Q&A
12:00 PM - 12:50 PM	Lunch <b>STAFF WILL DISMISS EACH TABLE</b>									
Session # 9 1:00 PM - 1:50 PM	Report Manager: Kickstart Your Reporting Adventure	Grading: Honor Roll, Rank & Reports	Special Ed: Student Services	Future Year Scheduling: Run Analysis / Conflict Resolution	Position: Organization Charts (Q BUS)	Time Off: Importing Time Off Transactions (Q BUS)	Staff Planning: Setup (Q BUS)	Imports: 3rd Party - Finance (Q BUS)	Returning Verification	One on One Q&A
Session # 10 2:00 PM - 2:50 PM	MTSS: Watchlists - Using Data Points in the System	Graduation Planning: Troubleshooting & Maintenance	General: Year End - What? Why? When?	New Feature Deep Dive?	Position: Using Utilities (Q BUS)	Time Off: Settings & Codes Overview (Q BUS)	Online Forms: Gathering Employee Information (Q BUS)	Imports: 3rd Party - HR/Payroll (Q BUS)	Red Rover	One on One Q&A
		All Users	Student State Reporting	Student - Qmlativ	Position Management	Time Off	Finance - Qmlativ	HR/Payroll - Qmlativ	Vendor	District Led