



Administration – Critical Setup

YOU WILL LEARN HOW TO	COURSE CONTENT	WHO SHOULD ATTEND
<ul style="list-style-type: none">• Understand and utilize basic principles of RS-SQL• Secure your system• Define the heart of your business• Structure your vital database set up• Set up all account and billing information• Run invoices	<p>VITAL DATABASE SETUP</p> <ul style="list-style-type: none">• Barcode lengths• Objects, actions and transactions• Activity sets• Accounts <p>WORKING WITH GRIDS</p> <ul style="list-style-type: none">• Change and sort fields• Mark commands <p>QUERIES</p> <ul style="list-style-type: none">• Queries and quick queries <p>GETTING THE MOST OUT OF YOUR SYSTEM</p> <ul style="list-style-type: none">• Auto-incrementing barcodes• Automated PDT processing <p>INVOICING</p> <ul style="list-style-type: none">• Creating and reprinting invoices	<p>This course is valuable for administrators, supervisors and other members of the management team. Experience with Windows and a mouse is beneficial but not essential.</p>

Standard Operations

YOU WILL LEARN HOW TO	COURSE CONTENT	WHO SHOULD ATTEND
<ul style="list-style-type: none">• Understand and utilize basic principles of RS-SQL• Speed up searches using "quick" queries• Create and fulfill workorders• Implement scanning procedures• Use the RSMobile scanner and microFlash2 printer• Understand workflow• Utilize principals of item filing	<p>BASIC PRINCIPLES OF RS-SQL</p> <ul style="list-style-type: none">• Objects/Actions• Activity sets• Account transactions <p>DATA ENTRY</p> <p>WORKING WITH GRIDS & QUERIES</p> <p>DAILY WORKFLOW</p> <ul style="list-style-type: none">• Processing customer orders• Completing workorders <p>REVIEWING ACTIVITY</p> <ul style="list-style-type: none">• Item Activity and Billing grid <p>OTHER FEATURES</p> <ul style="list-style-type: none">• Pre-workorders• Automated PDT processing	<p>This course is valuable for operations based staff, supervisors and other members of the management team. Experience with Windows and a mouse is beneficial but not essential.</p>

Enroll Now!

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