

OPTIMIZE YOUR ACTIVANT PRISM SYSTEM WITH ONLINE TRAINING

Attend training from the comfort and convenience of your own office! We now offer online classes for Activant Prism™. Choose from a wide selection of training courses at a variety of convenient times.

All you need is a PC with an Internet connection and access to a phone. The training is conducted by an Activant specialist. During the training, you'll see the application in action. The session is concluded with a question and answer period, so you can get answers to any outstanding questions.

Class details*:

- Each class is 60 minutes in length
- Classes are limited to ten (10) people per class, so sign up early
- Please cancel any registration at least 24 hours in advance
- If you need additional time to log in, the instructor will be available in advance to assist you

* Classes are fee based

Class descriptions are provided in the table below. To obtain the newest class schedule or if you want to register for a class, please send an e-mail to franz.jaggi@activant.com.

Please include the following information in your e-mail:

- Your name and phone number
- Your company name
- Your Activant customer number
- Name of the class you wish to attend
- How many people from your organization will be attending

PRISM ONLINE TRAINING CLASS LIST

	CLASS	CLASS DESCRIPTION
AR	AR/1	This class introduces you to Accounts Receivable. We will cover AR constants, adding/changing customers, making payments and adjustments and end-of-day procedures.
Purchasing	Purchasing 2	Learn to automate the generation of POs as well as create core and warranty returns.
	Order Point 1	Are you using your Prism system to help manage inventory stocking levels? See an overview of how order point calculation works and how to use your Prism system to help manage your inventory stocking levels.
	Order Point 2	You have started using Order Point calculation on the Prism system, but have questions on how the order point is calculated. This class takes the mystery out of Order Point calculation and helps you understand the calculations that are made on a part.
	Order Point 3	You are using Order Point calculation (POMOP) but would like to understand what others are using to successfully implement Order Point calculation in their business. This class explores the use of different weighting techniques and their effects on the Order Point. We discuss how to automate POMOP in SYTM as well as using Order Point calculation to create pre-season and drop-ship orders.



ACTIVANT

OPTIMIZE YOUR ACTIVANT PRISM SYSTEM WITH ONLINE TRAINING

	CLASS	CLASS DESCRIPTION
Inventory	Inventory 1	Learn how to set up new product lines.
	Inventory 2	Review methods of handling superseded parts.
	Inventory 3	Learn about Release 13 features: INSEQ and how to keep your part numbers in the correct order.
	Inventory 4	What are others in your industry doing to help manage their inventory? Find out how to become more productive in managing your inventory through the use of different inventory utilities and coding.
	Inventory 5	Are you having problems with your physical inventory not matching your accountant's inventory book value? This class looks at possible causes and solutions.
	Inventory 6	Learn the various methods of taking a physical inventory (bar code scanning NOT covered).
	Vendor Returns	This class looks at the process of returning inventory to your vendor. We discuss techniques in finding slow-moving inventory and ways of automating the parts return process to your vendor.
	Part Ranking	Classifying your parts is an important tool in managing your inventory. Determining your fast-or slow moving parts is important, whether you are working on returns or velocity pricing. This class looks at different ways of using the INRANK report for classifying or ranking your inventory.
Pricing	Inventory Price 1	Learn about pricing fields in INPN, procedures for changing prices and reporting the changes to book value.
	Inventory Price 2	This class looks at the setup for receiving TelePricing or PowerPricer including PCTEL and PCFORM.
	Inventory Price 3	Pricing strategies are important for running a successful business and being competitive in the marketplace. This class covers advanced pricing techniques that include setting up multiple pricing formulas within a product line, price rounding and pricing by sales rank.
	PowerPricer Prep	PowerPricer is a great tool for updating pricing on product lines not carried by TelePricing. This class will go over the steps that are required to prepare the pricing files that you receive from your source, so they are in the correct format for PowerPricer to receive the information correctly and smoothly.
Customer	Customer Price 1 Increase Your GP	Set up pricing plans in IVCP, IVCCP, reviewing plans with IVPP and reviewing your customer's GP. PRE-REQUISITE: You must take Inventory I,II,III and Customer Pricing I in order to get the most benefit from this class. We look at methods of analyzing current GP and ways to increase GP.
IQ	IQ 1	Learn the various IQ screens and creating a basic IQ report.
	IQ 2	Understand the different tables and methods of selecting the correct fields for your report.
	IQ 3	This class covers the Report function of IQ. We create an actual report with subtotals.
	IQ 4	This class covers advanced IQ techniques and tips such as creating custom date prompts and delimited reports that you can export directly into Excel.
Invoicing	IVS 1	This class is designed for a new counterperson and covers basic invoicing procedures.
Catalog	Ignite Your Catalog	This class looks at setting up your catalog to optimize/customize catalog lookups.
	Using Cataloging	Looking up parts is easy, but just like any tool there are techniques you can use to make your lookups quicker and more accurate. Learn how to master these techniques.
System	NA Macros	Are you spending too much time with manual data entry and wonder if there is an easier way to do such things as line changeovers, entering bar code records not available from Activant or enter Per Car amounts? Network Access has the ability to speed the entry of many items like these. Learn to become more productive, or even tackle projects that you previously thought were impossible or not cost-effective due to the time required to implement.
	System Basics	There are many features on the Prism system that can help save time and keystrokes. This class will cover the basics of navigation, using messages, Query, running and saving reports and working with the spool manager.