

SDS Touch Base Tuesday Agenda

April 21, 2020

Presenter: Kim

1. Trending Topics:

- ✓ Deduction & Benefits: Using Start and End dates
- ✓ Customizable Reports: Preset Reports
 - i. How to create a TRS report for year end evaluation?
- ✓ Security: Update User email address, after Employee Portal has been set up
- ✓ Security: How to set up Users with the same access?

2. Enhancements and News:

- ✓ Check Reconciliation: Adding documentation to statement date
- ✓ [SDS University](#) – One Year All Pass **70% Discount – Continued through April 30th due to COVID-19 and the high increase for our users to learn/grow from home!**
 - VIP All Access Pass Price (through April 30th) = \$1575.00
 - Use COUPON CODE: 2020GETSTARTED or [CLICK HERE FOR A DIRECT LINK](#)
 - If you have questions on the One Year All Pass, please email Jennifer@schooloffice.com.

3. Looking forward:

- ✓ **What's Coming – Stay Tuned to your Inbox:**
 - **FREE LIVE WEBINARS**
 - **New User Boot Camps** – will be **May 14, 2020** – **No need to register, the video will be emailed out to all users.**
 - **Next Touch Base Tuesday** will be **May 5, 2020**
Click here to register: <https://schooloffice.com/tbtfinance/>