	Wednesday, Nov 24 2021			
		Pavilion Ballroom C	*Pavilion Ballroom D*	*Pavilion Ballroom AB*
		HR	**PAYROLL**	**FINANCE & PROCUREMENT**
1	2:00 - 2:45	Schedule Entry	Payroll - How to troubleshoot problems	Finance - How 2 Districts use the atrieveERP modules (FRW, Dashboard Maint., EEW, JE, IEW, etc)
2	3:00 - 3:45	HR Report Writer Basics	Best ROE Practices	
	4:15 - 4:45	**First Time Attendee Orientation** - *Pavilion Ballroom* C		
	5:00 - 7:00	**Welcome Reception** - *Pavilion Foyer*		
	Thursday, Nov 25, 2021			
	8:00 - 9:00	**Breakfast** - *Grand Ballroom A*		
	8:30 - 9:30	**Opening Session, Keynote & Roadmap** - *Grand Ballroom A*		
		Pavilion Ballroom C	*Pavilion Ballroom D*	*Pavilion Ballroom AB*
		SMEs	**SMEs**	**SMEs**
3	9:45 - 10:30	What's New - HR	What's New - Payroll	What's New - Finance & Procurement
		Panel SMEs	**Panel SMEs**	**Panel SMEs**
4	11:00- 11:45	HR - Ask an Expert	Payroll - Ask an Expert	Finance & Procurement - Ask an Expert
	12:00 - 1:30	**Lunch/AGM** - *Grand Ballroom A*		

		Pavilion Ballroom C	*Pavilion Ballroom D*	*Junior Ballroom A*	*Pavilion Ballroom AB*
		HR	**PAYROLL**	**PROCUREMENT**	**FINANCE**
5	1:45 - 2:30	Absence Dispatch System Trouble Shooting	*New* Staffing Notifications	PCard – Review of New Improvements/Functionality	Finance Report Writer - Foundation & Tips
6	2:45 - 3:30	FTE Budgeting	Payroll Report Writing - Advanced	Fixed Assets and Accounts Receivable	Employee Expense Web
	3:30-3:45	**Coffee Break** - *Pavilion Ballroom Foyer*			
		Pavilion Ballroom D			
7	3:45-4:30	Security Builder			

	5:00 - 6:00	**PowerSchool Social** - *Pavillion Foyer*			
	6:00 - 9:00	**Banquet/Entertainmen**t - *Grand Ballroom A*			
		Friday, Nov 26 2021			
	7:30 - 8:30	**Breakfast** - *Grand Ballroom A*			
		Pavilion Ballroom C	*Pavilion Ballroom D*	*Junior Ballroom A*	*Pavilion Ballroom AB*
		HR	**PAYROLL**	**PROCUREMENT**	**FINANCE**
8	9:00 - 9:45	Report Writer - Advanced	Best Practices across payrolls	Requisition Web	Invoice Entry Web
9	9:45 - 10:30	Leave Routing - an overview	Balancing for year end / Preparing for T4'S		Journal entry and other interfaces - How to set up a Profile
	10:30 - 11:00	**Coffee Break** - *Pavilion Ballroom Foyer*			
		Pavilion Ballroom D			
10	11:00 - 11:45	Digital Workspace - Lessons Learned - outlook tips, using google docs			
	12:00 - 1:00	**Lunch/Wrap Up** - *Grand Ballroom A*			

Legend	
HR	PowerSchool Led
Payroll	PowerSchool Led
Finance	PowerSchool Led
Procurement	PowerSchool Led
Combination/Other	PowerSchool Led
Group Discussion	User Led