

# Civic Systems

## 17<sup>th</sup> Annual Symposium

### Session Agenda by Track

Sessions have been broken down into three (3) different tracks – Financial – Clarity, Utility Billing and Misc. – Clarity, and New User – Clarity. The following are the classes for each track.

Date / Time	Session
<b>FINANCIAL – CLARITY</b>	
<b>Thursday – September 14, 2017</b>	
10:00 – 11:00	General Ledger Reporting
10:00 – 11:00	Advanced Payroll
11:15 – 12:15	miExcel General Ledger, Accounts Payable, and Payroll
11:15 – 12:15	Bank Reconciliation Tips and Tricks
1:30 – 2:30	Tips and Tricks
1:30 – 2:30	miPayOnline and Remote Time Entry
2:45 – 3:45	Budgeting
2:45 – 3:45	Question and Answer
2:45 – 3:45	Managing Capital Projects and Grants
<b>Friday – September 15, 2017</b>	
8:30 – 9:30	Payroll Reporting
8:30 – 9:30	Troubleshooting Checkout – General Ledger and Accounts Receivable
9:45 – 10:45	miViewPoint and Accounts Payable Workflow
9:45 – 10:45	Accounts Payable and Accounts Receivable Reporting
11:00 – 12:00	Balancing Cash Clearing and Other Accounts
11:00 – 12:00	Troubleshooting Checkout – Payroll and Accounts Payable
<b>UTILITY BILLING AND MISC. – CLARITY</b>	
<b>Thursday – September 14, 2017</b>	
10:00 – 11:00	Meter Management
10:00 – 11:00	Cash Receipting and Online Payments
11:15 – 12:15	Utility Billing Reporting
11:15 – 12:15	Question and Answer – WI Utilities
1:30 – 2:30	Advanced Utility Billing I
1:30 – 2:30	Building Permits, Code Enforcement, and Business Licenses
2:45 – 3:45	Advanced Utility Billing II
<b>Friday – September 15, 2017</b>	
8:30 – 9:30	Tax Certification
8:30 – 9:30	Creating/Editing Forms and Outsource Bill Print
9:45 – 10:45	Question and Answer – IA, IL, MI, MN
9:45 – 10:45	Tips and Tricks
11:00 – 12:00	Service Orders
11:00 – 12:00	Utility Billing Reporting (repeat)

## Session Agenda by Track – CONTINUED

Date / Time	Session
<b>NEW USER – CLARITY</b>	
<b>Thursday – September 14, 2017</b>	
10:00 – 11:00	Accounts Payable – New User
11:15 – 12:15	General Ledger – New User
1:30 – 3:45	Payroll – New User ( <i>double session</i> )
<b>Friday – September 15, 2017</b>	
8:30 – 9:30	Accounts Receivable – New User
9:45 – 12:00	Utility Billing – New User ( <i>double session</i> )