

Civic Systems

18th Annual Symposium

Session Agenda by Track

Sessions have been segregated into four (4) different tracks – Financial, Utility Billing, Miscellaneous, and New User. The following are the sessions for each track.

Date / Time	Session
FINANCIAL	
Thursday – September 13, 2018	
10:00 – 11:00	miViewPoint and Accounts Payable Workflow
10:00 – 11:00	What's New in Connect
10:00 – 11:00	Balancing Utility Billing to the General Ledger
11:15 – 12:30	miPayOnline and Time Entry
1:45 – 3:00	Preparing for Audit
1:45 – 3:00	Advanced Payroll
3:15 – 4:15	Bank Reconciliation Tips and Tricks
3:15 – 4:15	Payroll, Accounts Payable, and Accounts Receivable Reporting
Friday – September 14, 2018	
8:30 – 9:30	Question and Answer
8:30 – 9:30	General Ledger Reporting
9:45 – 10:45	Laserfiche Integrations
9:45 – 10:45	Payroll – Federal and State Reporting
9:45 – 10:45	Tips and Tricks
11:00 – 12:00	miExcel General Ledger and Utility Billing
11:00 – 12:00	Budgeting
UTILITY BILLING	
Thursday – September 13, 2018	
10:00 – 11:00	Balancing Utility Billing to the General Ledger
10:00 – 11:00	Tips and Tricks
11:15 – 12:30	Advanced Utility Billing I
11:15 – 12:30	What's New in Connect
1:45 – 3:00	Advanced Utility Billing II
1:45 – 3:00	Question and Answer
3:15 – 4:15	Service Orders
Friday – September 14, 2017	
8:30 – 9:30	Tax Certification
8:30 – 9:30	Cash Receipting and Online Payments
9:45 – 10:45	Utility Billing Reporting
11:00 – 12:00	Meter Management
11:00 – 12:00	Creating / Editing Forms
MISCELLANEOUS	
Thursday – September 13, 2018	
11:15 – 12:30	Excel Tips and Tricks – Beginner
3:15 – 4:15	Excel Tips and Tricks – Advanced

Session Agenda by Track – **CONTINUED**

Date / Time	Session
NEW USER	
Thursday – September 13, 2018 10:00 – 11:00	General Ledger – New User
11:15 – 12:30	Accounts Payable – New User
1:45 – 4:15	Payroll – New User (<i>double session</i>)
Friday – September 14, 2018 8:30 – 9:30	Accounts Receivable – New User
9:45 – 12:00	Utility Billing – New User (<i>double session</i>)