

Civic Systems

19th Annual Symposium

Session Agenda

Sessions have been segregated into five (5) tracks – Financial, Payroll, Utility Billing, Miscellaneous, and New User. The following are the sessions for each track.

Date / Time	Session	Track	Room
Thursday, Sept 12			
8:30 – 9:45	<i>Registration and Breakfast</i>		Sandstone Ballroom
10:00 – 11:00	miViewPoint and Accounts Payable Workflow	Financial	Sandstone 1
	Time Entry Options	Payroll	Sandstone 5,6
	Managing Delinquents and Collections	Utility Billing	Sandstone 3
	Business Licenses	Miscellaneous	Tundra C,D
	General Ledger – New User	New User	Tundra A,B
11:00 – 11:15	<i>Break</i>		
11:15 – 12:30	Budgeting	Financial	Sandstone 1
	Payroll Reporting	Payroll	Sandstone 5,6
	Customer Inquiry	Utility Billing	Tundra C,D
	Utility Billing Reporting	Utility Billing	Sandstone 3
	Accounts Payable – New User	New User	Tundra A,B
12:30 – 1:30	<i>Lunch</i>		Sandstone Ballroom
1:45 – 3:00	General Ledger Reporting	Financial	Sandstone 1
	Managing Customer Records	Utility Billing	Sandstone 5,6
	Meter Management	Utility Billing	Sandstone 3
	Building Permits and Code Enforcement	Miscellaneous	Tundra C,D
	Payroll – New User	New User	Tundra A,B
3:00 – 3:15	<i>Break</i>		
3:15 – 4:15	Journal Entries	Financial	Sandstone 1
	Cash Receipting and Online Payments	Utility Billing	Sandstone 3
	Service Orders	Utility Billing	Sandstone 5,6
	Cybersecurity	Miscellaneous	Tundra C,D
	Payroll – New User (<i>continued</i>)	New User	Tundra A,B
5:00 – 8:00	<i>Social & Entertainment</i>		
Friday, Sept 13			
7:15 – 8:15	<i>Breakfast</i>		Sandstone Ballroom
8:30 – 9:30	Accounts Receivable and Accounts Payable Reporting	Financial	Sandstone 3
	Pay Codes	Payroll	Sandstone 1
	Adjustments and Deposits	Utility Billing	Sandstone 5
	Tax Certification	Utility Billing	Tundra C,D
	Accounts Receivable – New User	New User	Tundra A,B
9:30 – 9:45	<i>Break</i>		
9:45 – 10:45	Bank Reconciliation Tips and Tricks	Financial	Sandstone 3
	Advanced Pay Codes and Calculations	Payroll	Sandstone 1
	Balancing Utility Billing and General Ledger	Utility Billing	Sandstone 5
	Laserfiche	Miscellaneous	Tundra C,D
	Utility Billing – New User	New User	Tundra A,B
10:45 – 11:00	<i>Break</i>		
11:00 – 12:00	Fraud Prevention	Financial	Sandstone 3
	miPayOnline	Payroll	Sandstone 1
	Creating and Editing Forms	Utility Billing	Sandstone 5
	System Management	Miscellaneous	Tundra C,D
	Utility Billing – New User (<i>continued</i>)	New User	Tundra A,B

