

Civic Systems 24th 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.
Please note: All times are Central Standard Time (CST).

Date / Time	Session	Track
Monday, Sept 9 (Virtual Only)		
8:30 – 10:00	General Ledger – New User	New User
10:30 – 12:00	Accounts Payable – New User	New User
12:30 – 4:00	Payroll – New User (<i>double-session</i>)	New User
Tuesday, Sept 10 (Virtual Only)		
8:30 – 12:00	Utility Billing – New User (<i>double-session</i>)	New User
12:30 – 2:00	Accounts Receivable – New User	New User
Thursday, Sept 12 (In-Person Only)		
8:30 – 9:45	<i>Registration and Breakfast (In-Person)</i>	
10:00 – 11:00	Bank Reconciliation	Financial
	Managing Employee Records	Payroll
	Pay Codes and Calculations	Payroll
	Meter Management	Utility Billing
	Cash Receipting	Miscellaneous
11:15 – 12:30	New miViewPoint Features	Financial
	miExcel/Civic Connect	Financial
	Troubleshooting miPay/Open Enrollment	Payroll
	Managing Customers I	Utility Billing
	System Management	Miscellaneous
12:30 – 1:30	<i>Lunch (In-Person)</i>	
1:45 – 3:00	Prepping for Audit I	Financial
	Payroll Reporting	Payroll
	Managing Customers II	Utility Billing
	Reporting (all modules)	Miscellaneous
	Building Permits/Citizen Portal	Miscellaneous
3:15 – 4:15	Prepping for Audit II	Financial
	Journal Entries	Financial
	miExcel Payroll	Payroll
	Service Orders	Utility Billing
	Citizen Portal Generic Module	Miscellaneous
Friday, Sept 13 (In-Person Only)		
7:15 – 8:15	<i>Breakfast (In-Person)</i>	
8:30 – 9:30	Trouble Shooting miViewPoint	Financial
	Payroll General Troubleshooting	Payroll
	NSF Checks/Payment Adjustment Options	Utility Billing
	Report Writer (all modules) **REPEAT SESSION**	Miscellaneous
	Tips and Tricks (all modules)	Miscellaneous
9:45 – 10:45	miExcel/Civic Connect **REPEAT SESSION**	Financial
	Pay Codes and Calculation **REPEAT SESSION**	Payroll
	Managing Employee Records **REPEAT SESSION**	Payroll
	Tax Certification	Utility Billing
	Citizen Portal	Miscellaneous
11:00 – 12:00	Budgeting	Financial
	Troubleshooting miTime	Payroll
	Utility Billing Reporting and Report Writer	Utility Billing
	Excel	Miscellaneous