



## SOFTWARE FAMILIARIZATION (QUICKSTART)

Delivery	One hour course on-line connection & over the phone with specialist
Who should take the course	Anyone who will be involved and responsible for the implementation and use of the software.
Course Description	<p>Overview of the Point of Sale and flow of information along with learning common keys, how to use tools available throughout the program. This course affects Point of Sale, Purchasing, Accounts Receivable, Accounts Payable and Accounting.</p> <ul style="list-style-type: none"> <li>• Introduction to the PTM software and philosophy</li> <li>• Basic understanding of how information flows through the system</li> <li>• Understanding of terminology</li> <li>• Understanding of tools available and how to use them effectively</li> <li>• Instruction on common keys and uses in various areas of the program</li> </ul>
Comments	An overview of the program, understanding of the philosophy behind the program and how to use the most common tools will help each user as they develop their skills and procedures.
Pre-requisites	System Setup must have been completed

