TUCASI

Schools Cash Office
INCOME ADMINISTRATION SOFTWARE

SESSION OVERVIEW

During this session your system will be set up ready for you to go live following your training session. The session will be delivered over the phone and will last up to 3 hours. We will guide you into a remote connection so we can view your screen.

LETTINGS CONFIGURATION AGENDA

- Creating new users and user permissions
- Configure bank account and pre-payment account
- Configure system options
- Set up price groups
- Set up price lists
- Add facilities
- Add hirers
- Set up holiday dates
- Amend templates