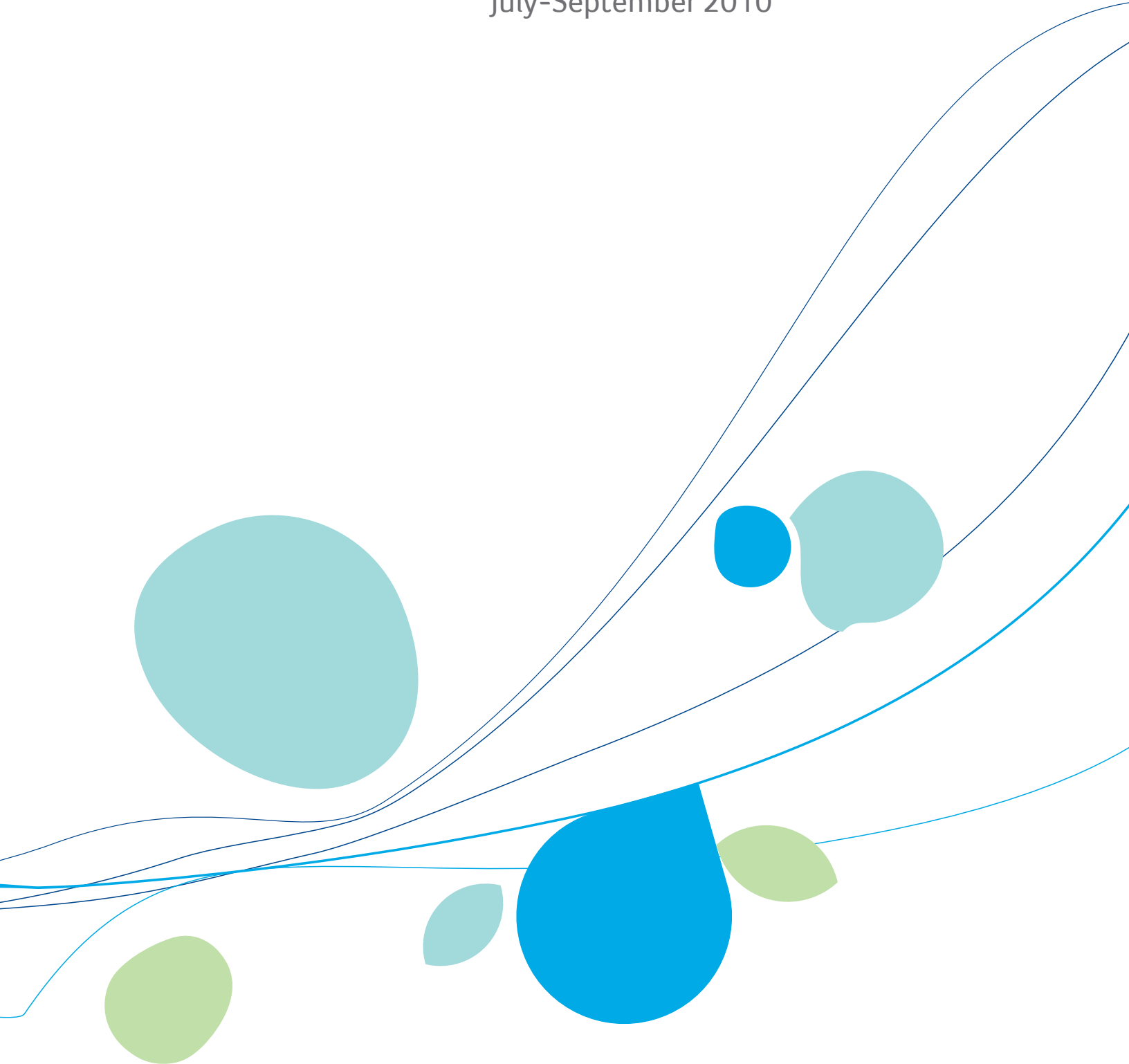


Sage Abra HRMS | 2010 Training Schedule

July-September 2010



Realtime Learning Web Courses

These classes combine the benefits of live interactive instruction with the convenience and affordability of online education.

ABRHR90R106 Managing your Employee HR Data with the Sage Abra Employee Toolbar Special Introductory Price only \$175 (USD)

Sage Abra has a brand-new look and feel! Managing your employees has never been easier than with Sage Abra version 9. The more familiar you are with the interface and using the Employee Toolbar, the less time it takes to effectively manage your employees. Learn to use the brand-new look and feel to help manage your employees with ease. From utilizing the new Employee Toolbar or using the brand-new User Interface to intuitively access your employee information, Sage Abra Suite HR is your partner in the ever-changing world of HR. This class is eligible for 1.0 CPE (NASBA) credits.

ABRIN90R105 Sage Abra Suite v9 Upgrades and New Installations \$175 (USD)

This course covers the installation of Sage Abra version 9.0. We will cover both new installations and upgrades from previous versions of Sage Abra, covering the best practices of both. In addition, the course will address the new installation locations, the differences in Rights and Permissions, as well as what is needed to ensure that both the server and client installations of Sage Abra v.9.0 run smoothly and without incident. This course is eligible for 1.0 CPE (NASBA) credit.

ABRADSY77R100 The Building Blocks of Success: Administering Sage Abra

\$195 (USD) This two-hour class is for Sage Abra Suite customers who are responsible for Sage Abra Suite system administration. This course covers the fundamentals of the Sage Abra Suite system administration, database file structure, system setup, install, reinstall, and upgrades to Sage Abra Suite, as well as routine and required system processes, security maintenance, and audit trail maintenance. This class is eligible for 2.0 CPE credits.

Foundations of Crystal Reports® with Crystal v10 or Crystal 2008 \$195 (USD)

This instructor-led web-based class has been developed to provide new and inexperienced Crystal Reports v10 users the foundation necessary to create custom reports. This class will explain where the data for reports comes from and how to find the files and fields that they need. It presents them with basic information for understanding what functions and expressions are and how to use them. Additionally, the Foundations class outlines the report planning process flow and the associated report planning steps required to create reports that meet your enterprise's needs. This class is eligible for 2.0 CPE credits.

Creating and Modifying a Report Using the Report Wizard with Crystal v10 or

Crystal 2008 \$195 (USD) This instructor-led web-based class has been developed to provide new and inexperienced Crystal Reports users with a quick and easy way to create and modify a basic custom report required to meet their enterprises' needs. This class is eligible for 2.0 CPE credits.

Creating a Crystal Report from Scratch with Crystal v10 or Crystal 2008 \$195 (USD)

This instructor-led web-based class has been developed to provide new and inexperienced Crystal Reports users with a way to build upon our previous Crystal Reports courses to create and modify a basic custom report required to meet their enterprises' needs.

ABRPY77R101 Abra Suite Payroll Balancing \$195 (USD) This course introduces students to Abra Payroll processes designed to improve the overall Abra Payroll results. Abra Payroll reports, as well as balancing and reconciling procedures and processes, are addressed. Troubleshooting issues are reviewed. Knowledge check questions along the way let you test your understanding. Two exercises are used to practice the procedure just learned. This class is eligible for 2.0 CPE (NASBA) credits and 2.0 RCH (APA) credits.

ABRPY78R105 Coasting Through Quarter-End Close \$295 (USD) This class covers all the ways that you can prepare for Quarter-End: System Setup, Payroll runs and completion, Recording and Depositing Tax Liabilities, running reports, running backups, and installing the latest tax update. It covers running Trial Quarter Close, balancing Trial Quarter Close, and making suggestions for investigation of any imbalances. It covers the running of Final Quarter Close, the final balance, and editing forms. This class is eligible for 3.0 CPE (NASBA) credits and 2.5 RCH (APA) credits.

Bundled Realtime Training

Become an Expert with Crystal Reports 2008 or Crystal Reports v10 Series Bundles \$459 (USD) Register for one of these three-course Crystal Reports 2008 bundles and get instructor-led web-based courses developed to provide new and inexperienced Crystal Reports users the foundation necessary to create custom reports, learn a quick and easy way to create and modify a basic custom report required to meet their enterprises' needs, and learn how to build a Crystal Report from the ground up! The courses use review questions to test student understanding at the change of principal topics as well as several exercises designed to reinforce the knowledge that has been learned. These courses are each eligible for 2.0 CPE credits (a total of 6.0 CPE NASBA credits after completion of all three courses). Although you can purchase these courses individually, this three-course combo is offered at 21% off the original price of \$195 per course!

2010 Abra Suite Year-End Bundled Courses \$585 (USD) This bundle includes our three Realtime courses and you get the Anytime learning "Fundamentals of Regulatory Setup" for free. Courses Included ABRYE78-R102-Year-End RTL 1 - Managing Exception Processing Requirements, a course designed for the Abra Payroll customer who is responsible for Year-End Payroll closing and preparing for the New Year payroll processing. It provides the skills and knowledge to successfully verify your Sage Abra environment is correctly set up for updating final wages and tax liabilities, void payment, edit payroll history, and edit Employer liabilities. ABRYE78-R103-Year-End RTL 2 - Processing of Year-End Closure provides the skills and knowledge to successfully prepare to close year 2010, final close for year 2010, and prepare for the new year 2011 new payroll run. ABRYE78-R104-Year-End RTL 3 - Filing Regulatory Tax Documents provides the skills and knowledge to successfully determine year-end reporting forms and copies, print Year-End reports and forms, understand and create electronic files, and prepare for 2010/2011 legislative changes. Also included for free is the Anytime Learning course: ABRYE78-A101 2010 Fundamentals of Regulatory Setup.

Sage Abra Realtime Learning Training Schedule		
Class	Time (EDT)	Date
Abra Suite v9 Upgrades/Installations	10 – 11 a.m.	7/6
Coasting through Quarter End	1 – 4 p.m.	7/7
Foundations of Crystal v10	9 – 11 a.m.	7/9
Managing HR with Employee Toolbar	3 – 5 p.m.	7/12
Foundations of Crystal 2008	1 – 3 p.m.	7/14
Crystal Report Wizard v10	9 – 10 a.m.	7/16
Managing HR with Employee Toolbar	2 – 4 p.m.	7/19
Crystal Report Wizard 2008	1 – 3 p.m.	7/21
Crystal Report from Scratch v10	9 – 11 a.m.	7/23
Abra View Builder and Dynamic Info Share	9 – 10 a.m.	7/27
Crystal from Scratch 2008	1 – 3 p.m.	7/28
Abra Suite v9 Upgrades/Installations	11 a.m. – 12 p.m.	7/29
Abra Payroll Balancing	2 – 4 p.m.	7/30
Managing HR with Employee Toolbar	10 a.m. – 12 p.m.	8/3
Abra Suite v9 Upgrades/Installations	2 – 3 p.m.	8/5
Building Blocks of Success: Abra Admin	4 – 5 p.m.	8/9
Foundations of Crystal v10	2 – 4 p.m.	8/12
Abra View Builder and Dynamic Info Share	10 – 11 a.m.	8/13
Foundations of Crystal 2008	10 a.m. – 12 p.m.	8/17
Crystal Report Wizard v10	2 – 4 p.m.	8/19
Managing HR with Employee Toolbar	11 a.m. – 1 p.m.	8/20
Crystal Report Wizard 2008	2 – 4 p.m.	8/24
Crystal Report from Scratch v10	2 – 4 p.m.	8/26
Abra Payroll Balancing	9 – 11 a.m.	8/27
Crystal from Scratch 2008	10 a.m. – 12 p.m.	8/31
Abra View Builder & Dynamic Info Share	2 – 3 p.m.	9/2
Foundations of Crystal 2008	2 – 4 p.m.	9/8
Abra Suite v9 Upgrades/Installations	9 – 10 a.m.	9/9
Managing HR with Employee Toolbar	9 – 11 a.m.	9/10
Building Blocks of Success: Abra Admin	10 – 11 a.m.	9/14
Crystal Report Wizard 2008	2 – 4 p.m.	9/16
Coasting Through Quarter End	9 a.m. – 12 p.m.	9/17
Coasting Through Quarter End	2 – 5 p.m.	9/20
Abra Payroll Balancing	1 – 3 p.m.	9/22
Managing HR with Employee Toolbar	10 a.m. – 12 p.m.	9/23
Crystal from Scratch 2008	2 – 4 p.m.	9/24
Coasting Through Quarter End	10 a.m. – 1 p.m.	9/28
Coasting Through Quarter End	1 – 4 p.m.	9/30

Classroom Training Courses

ABRHR90C111 Managing your Employees with Sage Abra \$1,035 (USD) Register early for only \$828 (USD) Sage Abra has a brand-new look and feel! This two-day hands-on workshop delivered by a professional Sage Abra Trainer is designed for the beginning to intermediate users of Abra HR. Learn to use the brand-new look and feel to help manage your employees with ease. From utilizing the new User Interface to intuitively accessing your employee information, running reports, or updating your employee information, Sage Abra Suite HR is your partner in the ever-changing world of HR. This class is eligible for 16.0 CPE (NASBA) credits.

ABRHR77C100 Abra Suite HR Basic \$1,035 (USD) This two day hands-on workshop with a professional Sage Abra Trainer is designed for the beginning to intermediate users of Abra HR. Students will quickly learn how to navigate through Abra HR, set up benefits, add and edit code tables, establish audit trails, create custom reports security and much more! This class is eligible for 16.0 CPE (NASBA) credits.

ABRHR77C150 Abra Suite HR with Crystal Reports \$1,320 (USD) This three-day hands-on workshop with a professional Sage Abra Trainer is designed for the beginning to intermediate user of Abra HR and combines with the one day Basic Crystal Reports for HR course into a high-level training course. In three days, you will become a proficient user of Abra HR and Crystal Reports. This class is eligible for 24.0 CPE (NASBA) credits.

ABRCR77C100 Abra Suite Basic Crystal Reports for HR \$690 (USD) This one-day hands-on workshop with a professional Sage Abra Trainer is designed for beginning level Crystal Reports users. This class will quickly give you the tools you need to create and use reports using the Report Wizard, and it will give you a better understanding of the HR databases and dictionaries. This class is eligible for 8.0 CPE (NASBA) credits.

ABRCR77C200 Abra Suite Intermediate Crystal Reports for HR \$690 (USD) This one-day workshop is designed for intermediate Crystal Reports users. This class will teach you how to create custom reports from both the Reports Wizard and a blank report. You will also learn how to link fields from different databases within Abra HR.

ABRPY77C100 Abra Suite Payroll Basic \$1,035 (USD) This hands-on workshop is designed for the beginning to intermediate Abra Payroll users. Students will quickly learn how to run payroll, set up audit trails, add and edit code tables, set up system security, and much more.

ABRPY77C150 Abra Suite Payroll with Crystal Reports \$1,320 (USD) This three-day workshop is designed for the beginning to intermediate user of Abra Payroll. In three days you will become a proficient user of Abra Payroll.

ABRCR77C150 Abra Suite Basic Crystal Reports for Payroll \$690 (USD) This workshop is designed for personnel who use Crystal Reports at a new-user or basic level. This course will provide information on creating reports using the Report Expert and gain a general understanding of the PR databases and dictionaries.

ABRCR77 C250 Abra Suite Intermediate Crystal Reports for Payroll \$690 (USD) This one-day workshop is designed for Payroll personnel who use Crystal Reports for Sage Abra at an intermediate level. This course provides information on creating custom reports from both the Report Expert and from a blank report and shows you how to link fields from different databases.

ABRTR77C100 Abra Train \$1,035.00 (USD) This two-day course guides you through the setup and the use of Abra Train. This course reviews how you create courses, classes (days/times courses are taught), and entire programs of courses for employees and students, tracks dates and times of those classes, allows employees/students to be registered for those classes, prints out rosters for instructors, and more. This course is eligible for 16.0 CPE (NASBA) credits.

Classroom Training Schedule

Sage Abra Classroom Training Schedule		
Class	City	Date
Abra HR Basic	Appleton, WI	7/20-7/21
Abra HR Basic	Farmington, CT	7/20-7/21
Basic Crystal for HR	Appleton, WI	7/22
Basic Crystal for HR	Farmington, CT	7/22
Intermediate Crystal for HR	Appleton, WI	7/23
Intermediate Crystal for HR	Farmington, CT	7/23
Abra HR Basic	Baltimore, MD	7/27-7/28
Abra HR Basic with Crystal	Los Angeles, CA	7/28-7/30
Abra Payroll Basic	Baltimore, MD	7/29-7/30
Abra HR Basic	Orlando, FL	8/3-8/4
Abra HR Basic	Omaha, NE	8/3-8/4
Abra HR Basic	Houston, TX	8/3-8/4
Abra Payroll Basic	Orlando, FL	8/5-8/6
Abra Payroll Basic	Omaha, NE	8/5-8/6
Abra Payroll Basic	Houston, TX	8/5-8/6
Managing Employees HR	Billings, MT	8/10-8/11
Managing Employees HR	Alexandria, VA	8/10-8/11
Abra Payroll Basic	Philadelphia, PA	8/10-8/11
Basic Crystal for HR	Billings, MT	8/12
Basic Crystal for HR	Alexandria, VA	8/12
Basic Crystal for Payroll	Philadelphia, PA	8/12
Intermediate Crystal for HR	Billings, MT	8/13
Intermediate Crystal for HR	Alexandria, VA	8/13
Intermediate Crystal Payroll	Philadelphia, PA	8/13
Managing Employees HR	Birmingham, AL	8/17-8/18
Abra Payroll Basic	Des Moines, IA	8/17-8/18
Abra Payroll Basic	Tulsa, OK	8/17-8/18
Abra Payroll Basic	Birmingham, AL	8/19-8/20
Basic Crystal for Payroll	Des Moines, IA	8/19
Basic Crystal for Payroll	Tulsa, OK	8/19
Intermediate Crystal Payroll	Des Moines, IA	8/20
Intermediate Crystal Payroll	Tulsa, OK	8/20
Abra Payroll Basic	Bowling Green, KY	8/24-8/25
Abra Payroll Basic	Chattanooga, TN	8/24-8/25
Managing Employees HR	St. Louis, MO	8/24-8/25
Basic Crystal for Payroll	Bowling Green, KY	8/26
Basic Crystal for Payroll	Chattanooga, TN	8/26
Abra Payroll Basic	St. Louis, MO	8/26-8/27
Intermediate Crystal Payroll	Bowling Green, KY	8/27
Intermediate Crystal Payroll	Chattanooga, TN	8/27

Classroom Training Schedule (cont.)

Sage Abra Classroom Training Schedule		
Class	City	Date
Managing Employees HR	Irvine, CA	8/31-9/1
Managing Employees HR	Louisville, KY	8/31-9/1
Managing Employees HR	Spokane, WA	8/31-9/1
Abra Payroll Basic	Irvine, CA	9/2-9/3
Abra Payroll Basic	Louisville, KY	9/2-9/3
Abra Payroll Basic	Spokane, WA	9/2-9/3
Managing Employees HR	Ontario, CA	9/8-9/9
Managing Employees HR	Madison, WI	9/8-9/9
Abra Payroll Basic with Crystal	Waco, TX	9/8-9/10
Basic Crystal for HR	Ontario, CA	9/10
Basic Crystal for HR	Madison, WI	9/10
Managing Employees HR	Lawrenceville, GA	9/14-9/15
Managing Employees HR	Detroit, MI	9/14-9/15
Managing Employees HR	Indianapolis, IN	9/14-9/15
Abra Payroll Basic	Lawrenceville, GA	9/16-9/17
Basic Crystal for HR	Detroit, MI	9/16
Basic Crystal for HR	Indianapolis, IN	9/16
Intermediate Crystal for HR	Detroit, MI	9/17
Intermediate Crystal for HR	Indianapolis, IN	9/17
Managing Employees HR	Wichita, KS	9/21-9/22
Managing Employees HR	Albuquerque, NM	9/21-9/22
Abra Payroll Basic	Herndon, VA	9/21-9/22
Abra Payroll Basic	Wichita, KS	9/23-9/24
Abra Payroll Basic	Albuquerque, NM	9/23-9/24
Basic Crystal for Payroll	Herndon, VA	9/23
Intermediate Crystal Payroll	Herndon, VA	9/24
Managing Employees HR	Beaverton, OR	9/28-9/29
Managing Employees HR	Charlotte, NC	9/28-9/29
Managing Employees HR	Charleston, WV	9/28-9/29
Basic Crystal for HR	Beaverton, OR	9/30
Basic Crystal for HR	Charlotte, NC	9/30
Basic Crystal for HR	Charleston, WV	9/30

Here's how to register for Sage Abra training:

- 1. For quick, easy online registration, visit: www.SageU.com/Abra**
 - Click Sage Abra Training from the left menu
 - Select Abra Suite HRMS, Crystal Reports, or the training subject of your choice
 - Scroll through the course listings to find your class
 - Click the orange REGISTER button in the course description when ready
 - Click the Shopping Cart link at top to create your profile and check out
- 2. Or call a friendly Sage Abra Representative toll free at 1-866-888-6062**

Classes fill
up quickly
Sign up today!

Sage

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