

Training Modules

<p style="text-align: center;"><u>Train1</u> Set-up & Core Elements</p> <p>½ Day am – Installation & Set-up</p> <ul style="list-style-type: none"> • Installation • Latest Upgrade • Company Details • Catalogues • Suppliers • Discounts & margins • Electronic Registration • Creating Suppliers • My Catalogue <p>½ Day pm – Core Elements</p> <ul style="list-style-type: none"> • Creating Customers • Quotations • Accept Quotes • Sales Orders • Purchase Orders • Delivery Notes • Full Invoicing <p>User Support</p> <ul style="list-style-type: none"> • Telephone • Email • Web • Remote Desktop • F1 Help 	<p style="text-align: center;"><u>Train4</u> Foundation Training</p> <ol style="list-style-type: none"> 1. Product searching & Price finding 2. Leads, Prospects & Customers 3. Producing Quotations <ul style="list-style-type: none"> • Creating & Editing • Adding own Suppliers • Adding own Products • Add Fitting • Discounting • Add Notes • Print-out Options 4. Costing 5. Placing Purchase Orders 6. Invoicing 7. Payments 8. Booking Goods Inwards 9. Delivery Notes <p>User Support</p> <ul style="list-style-type: none"> • Telephone • Email • Web • Remote Desktop • F1 Help
<p style="text-align: center;"><u>Train5</u> Contracts</p> <ul style="list-style-type: none"> • Creating & Controlling Sites • Creating House types • House Type Master Quotation • Handling Call-off <p style="text-align: center; margin-top: 20px;">We strongly recommend that customers complete TRAIN4 Module prior to having the Contracts training module.</p>	<p style="text-align: center;"><u>Train6</u> Cabinet Builder</p> <ul style="list-style-type: none"> • Creating Master Panels List • Creating Cutting Patterns • Assigning Cutting Patterns to Products • Producing Panels Summary • Fitting List • Doors List • Drawer Box List • Overall Material Requirements List <p style="text-align: center; margin-top: 20px;">We strongly recommend that customers complete TRAIN4 Module prior to having the Cabinet Builder training module.</p>

An additional option, TRAIN7 is available. This can be 'tailor-made' to suit your own exact requirements. We can include other items not already included in the standard training modules.