

# All New Training Webinars!



| Webinar   | Date / time                     | School type |
|---|---------------------------------|-------------|
| SIMS Primary - the next generation of SIMS overview         | 20th April - 10.00am - 20 mins  | Primary     |
| Creating Options Implementation using Options Online        | 20th April - 2.00pm - 25 mins   | Secondary   |
| Housekeeping in SIMS  | 21st April - 10.00am - 30 mins  | All         |
| Best Practice in SIMS                                       | 22nd April - 9:30am - 2 hours   | Secondary   |
| Best Practice in SIMS                                       | 22nd April - 2.00pm - 2 hours   | Secondary   |
| Best Practice in SIMS                                       | 23rd April - 9.30am - 2 hours   | Primary     |
| Best Practice in SIMS                                       | 23rd April - 2.00pm - 2 hours   | Primary     |
| Understanding Course Manager                                | 24th April - 9.30am - 1 hour    | Secondary   |
| Setting up Cover - day to day Cover operations              | 24th April - 11.00am - 20 mins  | Secondary   |
| End of year procedure overview for Primary                  | 27th April - 10.00am - 1 hour   | Primary     |
| Student list reports  | 27th April - 2.00pm - 30 mins   | All         |
| Best Practice in SIMS                                       | 28th April - 9.30am - 2 hours   | Primary     |
| Best Practice in SIMS                                       | 28th April - 2.00pm - 2 hours   | Secondary   |
| End of year procedure overview for Secondary                | 29th April - 10:30am - 40 mins  | Secondary   |
| Equipment Register in FMS                                   | 29th April - 2:00pm - 1 hour    | FMS Schools |
| Using the SEN module in SIMS                                | 30th April - 9:30am - 1 hour 30 | All         |
| Spring release features - importing student email addresses | 5th May - 10.00am - 15 mins     | All         |
| Producing mail merge labels in SIMS                         | 5th May- 2.00pm - 30 mins       | All         |
| SIMS - 10 Top Tips  | 6th May- 10.00am - 35 mins      | All         |

## How to book :-

**E-mail: [marketing@schoolicts.co.uk](mailto:marketing@schoolicts.co.uk)**

**with your name, job title, establishment name and contact number.**

**Places are limited so please book early to avoid disappointment.**