



POS Systems Group

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*School POS emulates today's Business world
and educates Students planning careers in
Marketing and Management*



School POS Tune-Up 2004

Sylvia Bailey, Southfield HS:

We hope you had a great holiday season and plan to have a productive 2004 school year. At POS Systems Group we would like to be an integral partner in the growth of your School Store. To achieve this goal, we are offering a special, **in-service opportunity** to maximize your POS investment.

- **Reserve:** 1 hour to 6 hours of time. **Date:** ___/___/04 **Time:** _____ to _____
- **Cost:** \$60.00/hour **Total Requested Hours =** _____ **X \$60.00 =** _____
- ⇒ Some restrictions or fees may apply for locations beyond 30 miles from our Rochester Hills, Mi. office.
- ⇒ You may include 2 other people: Para-Pro, Student Manager, Administrator, School-Tech, another Teacher.
- ⇒ Schools outside Metro-Detroit may choose our telephone training option.
- **Requirements:** Fill-Out this form and fax it back with your signature below.

Teacher Signature _____ **Date** _____

Objectives

Discuss and analyze past School POS experiences and assess current needs for:

1. Software, Hardware, or Network Instructional Reviews
2. Software, Hardware, or Network Maintenance and Adjustments
 - ⇒ Upgrade your POS Software to the latest version
 - ⇒ Inspect and clean PC's and POS equipment purchased from us.
3. Curriculum infusion concepts for School POS
 - ⇒ School Store Organization as it relates to School POS
 - Student-Employee Handbook & POS Job Definitions
 - ⇒ School Store lessons as it relates to School POS
 - Student-Employee independent study tools & Classroom and group activities.
4. Advance POS Topic and Business Management explorations. **(Circle below what may interest you)**

<ul style="list-style-type: none"> • Customer Marketing <ul style="list-style-type: none"> ⇒ Birthday Recognition ⇒ Loyalty Cards, Gift Cards, Student ID's ⇒ E-Mail, Mail Advertising ⇒ Customer Category Auto-Discounts % ⇒ Customer Reports • Employee Management <ul style="list-style-type: none"> ⇒ Time Clock, Security, Incentives ⇒ Employee Reports • Optional Add-Ons <ul style="list-style-type: none"> ⇒ General Ledger & Accounts Payable ⇒ Web Store/e-Commerce ⇒ Wireless Network-Laptop usage 	<ul style="list-style-type: none"> • Inventory Management <ul style="list-style-type: none"> ⇒ On-Hand Physical Inventory procedure ⇒ Auto Order List & Purchase Orders ⇒ Vendor Receiving; Multi-Vendors ⇒ Coupon & Promo-Calendar Manager ⇒ Inventory Reports, Labels and Signs • Accounting Management <ul style="list-style-type: none"> ⇒ Special Orders/Layaways/Backorders ⇒ Sales Reports ⇒ Account Receivable Procedures ⇒ Administration \$\$ Accountability ⇒ Administration \$\$ Communication ⇒ Inventory Valuation Reports
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Our 2004 goal is to work with all store advisors in a proactive way. We believe that our POS Tune-Up is an affordable way for you and your students to develop a better understanding of School Store's POS Management System.

Best Regards,
Craig Cesarone & Don Immen