



Advanced Apex Training

May 12-13, 2009

Overview

DAY 1

Orientation/Welcome

Apex V3 Added Features and Improvements

Workstation Setup

1. Pervasive
2. Printer
3. DLL's no longer need to be registered

Apex System Configuration

1. Security
 - a. Menu Designer
 - b. Program Security
2. Registration
3. System
 - a. Customer/Order/Invoice/Ticketing behaviors
4. Location
5. Workstation
6. Scale
 - a. NTEP Rules
 - b. Load Out

Data Movement

1. Local vs. Remote Ticketing Sites and setup
2. Master Files Transfer
3. File/Direct Transfer
4. Scheduler

Ticketing

1. Minimum Info. to Print a Ticket
2. Scale Tickets
3. Inquiries
4. Report's
5. Void Reason Setup
6. Transfer Tickets In/Out



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DAY 2

Office Systems

1. Edit/Post Tickets
2. Exception Check
3. A/R
 - a. Invoice (Print Sort Options)
 - b. Invoice Inquiry
 - c. Credit / Rebill
 - d. Statements / Period
4. ASCII File Outputs
5. G/L and Product Setup
6. Tax / Tax History updates
7. Pricelist / Update Pricelist
8. Payments
9. Freight Pay
10. Royalties