



American Data Group Inc. 2019 Rocky Mountain Users Group Conference Registration

Organization: _____ **Attendee:** _____

Email: _____

******* Please check each session you plan to attend. Use one registration form per attendee *******

Wednesday – August 21st

_____	8:00 AM to 8:30 AM	Continental Breakfast included
_____	8:30 AM to 11:00 AM	ADG Utility Billing including Citizen Link for On-Line Bill Payment and Account History Inquiry
_____	11:00 AM to 12:00 PM	ADG Utility Billing Work Orders
_____	Lunch (free if you attend any of the day's sessions)	
_____	1:00 PM to 2:15 PM	Fixed Assets & Preventative Maintenance
_____	2:30 PM to 3:30 PM	ADG Letter Writer used in UBS, STS, BPS/CE, CMS & FMS Vendor
_____	3:30 PM to 5:00 PM	Building Permits & Code Enforcement System with new Citizen Link

Thursday - August 22nd

_____	8:00 AM to 8:30 AM	Continental Breakfast included
_____	8:30 AM to 9:30 AM	General Ledger and Financial Statements
_____	9:30 AM to 10:45 AM	Budget Preparation (G/L & Payroll)
_____	11:00 AM to 12:00 PM	A/R and Centralized Receiving and new Payment Portal Citizen Link
_____	Lunch (free if you attend any of the day's sessions)	
_____	1:00 PM to 2:30 PM	Purchasing & Requisitions
_____	2:30 PM to 3:30 PM	Accounts Payable Processing
_____	3:30 PM to 5:00 PM	Tax Collection including Citizen Link, License Renewal and Return Posting

Friday - August 23rd

_____	8:00 AM to 8:30 AM	Continental Breakfast included
_____	8:30 AM to 10:45 AM	Payroll Processing, Time Cards, Leave Requests
_____	11:00 AM to 12:00 PM	Human Resources – Personnel Maintenance, Position Control, Training
_____	Lunch (free if you attend any of the day's sessions)	
_____	1:00 PM to 2:15 PM	Human Resources – Applicant Tracking, Open Enrollment, Personnel Action Requests
_____	2:30 PM to 3:30 PM	ADG System Administration
_____	3:30 PM to 5:00 PM	Court Management System and new Payment Portal Citizen Link

******* Return to ADG via Fax 303-741-4966 or email saj@adginc.net by August 9th *******