



Legend:

 = Financials (FIS)	 = Tax Administration (PAAS)	 = General Sessions
 = Payroll / HR (KEMS)	 = Miscellaneous Revenue	

1:00 – 2:50 pm	Optional KEMS (fee-based) Workshop By Request <i>TBD</i>	Optional FIS (fee-based) Workshop By Request <i>TBD</i>	Optional PAAS / Misc Revenue (fee-based) Workshop By Request <i>TBD</i>	<i>Rooms for other Optional (fee-based) Workshops By Request</i>
3:00 – 4:50 pm	Optional KEMS (fee-based) Workshop By Request <i>TBD</i>	Optional FIS (fee-based) Workshop By Request <i>TBD</i>	Optional PAAS / Misc Revenue (fee-based) Workshop By Request <i>TBD</i>	
5:00 – 7:00pm	<p>“Welcome to Charlotte” Reception – Keystone-hosted – <i>Hors d’oeuvres & refreshments</i> –</p> 			

Workshop fees: \$150 per attendee, up to \$300 per customer (can have unlimited attendees per customer).

	Registration / Continental Breakfast			
8:30 am	General / Welcome Session – Judd Van Dervort, Jr.			
9:00 – 9:30 am	Rocket Software (special guests / Keystone partner) Overview – TBD			
9:40 – 10:25am	Version 19.1 Preview (KEMS) <i>New features in the next major software release</i> Steve Juliana & Julie Alfred	Accounts Payable – Best Practices <i>Focus on invoice releasing, using attachments.</i> Casey Radaszkiewicz & Glen Schuehler	KeyDocs for PAAS <i>General overview, new features / integrations, and demo of designer tool.</i> Carol Davis & Mike Liggera	NC Gap Billing Jarona Twine
10:35 – 11:20am	Position Control & Job Assignments <i>New features</i> Steve Juliana & Julie Alfred	TBD Financials	Overview of upgrading from PAAS I / “Toolbag version” to PAAS II Carol Davis & Tom Keefe	Virginia Motor Vehicle Billing <i>DMV Stops, Monthly processing</i> Jarona Twine
11:30 – 12:15pm	State-specific break out session	State-specific break out session	State-specific break out session	State-specific break out session
12:15pm	Keystone-hosted Lunch at hotel			
1:15 – 2:00pm	Meta Queries (KEMS focus) <i>We will review Keystone Standard Meta Tables, finding fields (Using the “help” key), documentation available, & advanced features.</i> Julie Alfred & Mike Liggera	Version 19.1 Preview (FIS) <i>New features in the next major FIS/KEMS software release.</i> Glen Schuehler	FIS/PAAS/Misc. Rev. KeyNet Payment Portal <i>Updated features, Product Review</i> Carol Davis & Julie Alfred	Property Record Card – online archiving Jarona Twine
2:10 – 2:55pm	KeyNet Time & Attendance Entry <i>New, optional module, currently being piloted by several sites.</i> Steve Juliana & Julie Alfred	Web-Based Financials Functionality <i>We will review various web-based processes, such as KeyNet Requisitions, KeyNet Cash Receipts changes, KeyNet Vendor Portal, new shopping cart interfaces (Amazon), and more.</i> Casey Radaszkiewicz & Glen Schuehler	PAAS Property Sales Carol Davis	PAAS System/Technical Administration <i>PAAS file structure, review of annual processes</i> Jarona Twine
3:05 – 3:50 pm	Payroll Processing Review <i>Agency invoices, payroll validation / queries, reports that go cleanly to Excel.</i> Julie Alfred & Steve Juliana	Casey Radaszkiewicz & Glen Schuehler	PAAS Round Table <i>Please submit any desired topics in advance (email to clientcare@keyinfosys.com)</i> Carol Davis & PAAS Team	open
4:00 – 4:45 pm	User Security Set-up, Review/Training - All Keystone applications <i>Security, user setup, and system hosting options</i> Mike Liggera			
6:00 pm	<div style="display: flex; align-items: center;">  <div> <p>Keystone-hosted Dinner <u>Bernardin's Fine Dining</u> <u>435 S Tryon St #100, Charlotte, NC</u></p> </div> </div>			

8:30 am	Continental Breakfast			
9:00 – 9:50 am	<p>KEMS Round Table <i>Keystone to present topics for discussion. Please submit any desired topics in advance (email to clientcare@keyinfosys.com)</i></p> <p>Steve Juliana & Julie Alfred</p>	<p>Meta Queries (FIS focus) <i>We will review Keystone Standard Meta Tables, finding fields (Using the “help” key), documentation available, & advanced features.</i></p> <p>Glen Schuehler & Mike Liggera</p>	<p>Case Management <i>new feature in PAAS</i></p>	<i>open</i>
10:00 – 10:50am	<p>KeyDocs for KEMS <i>General overview, new features / integrations, and demonstration of using the designer tool to modify existing templates.</i></p> <p>Mike Liggera & Julie Alfred</p>	<p>Fixed Assets</p> <p>Glen Schuehler & Casey Radaszkiewicz</p>	<p>Carol Davis</p>	<p>Inspections and Permits, Mobile Inspections, and KeyNet Community Development Portal <i>New Product Review and Discussion</i></p> <p>Steve Juliana & Julie Alfred</p>
11:00 – 11:50pm	<p>TBD KEMS</p>	<p>FIS Round Table <i>Keystone to present topics for discussion. Please submit any desired topics in advance (email to clientcare@keyinfosys.com)</i></p> <p>Glen Schuehler & Casey Radaszkiewicz</p>	<p>PAAS Account Merge process</p> <p>Carol Davis</p>	<p>Meta Queries (PAAS focus) <i>We will review Keystone Standard Meta Tables, finding fields (Using the “help” key), documentation available, & advanced features.</i></p> <p>Jarona Twine & Mike Liggera</p>
12:00pm	Keystone-hosted Lunch at hotel			

10:00 am –
12:30 pm



Tour of [NASCAR Hall of Fame](#)

The tour will include options to try the race car simulator, and will conclude with lunch at the on-site café. The cost is \$45, payable on-site to Keystone, via cash or check.

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