

Managing APT - Webinar #2



APT Features to Consider...

Enrolments

- Family Details Report
- Notes F8 (eg. allergies)
- Immunisation
- Categories/Extra Cat.
- Assigning children to teachers
- Reasons for Leaving
- Bulk Booking Change

Attendance

- Day sheets
- Show Attendance History
- Freq. Absences Report
- Funding overrides
- Vacancy Enquiry/Roll Projection
- Scanning attendance

Staff Roster

- Staff 'rooms'
- Restrict modifications
- Export to payroll
- Registration expiry alerts
- Print staff list
- Discretionary hours

WINZ

- Automatic WINZ
- Status Report

Invoicing

- Using invoicing!
- Emailing invoices
- Emailing newsletters
- Custom invoice headers
- Aged Debtors listing
- Advance Billing
- Addons/Bulk Addons (Late payment fees)

Payments

- Automatic Payments
- Direct Debits

Banking

- Banking!