

FOOD-TRAK® UNIVERSITY

CRASH COURSE

ONLINE INTERACTIVE EXPERIENCE

The FOOD-TRAK® University Crash Course is the latest addition to FOOD-TRAK University and offers a streamlined approach covering FOOD-TRAK basics. This online course provides a jump-start on system utilization for both new and existing staff. Topics covered include inventory and purchasing as well as their correlating standard reports. The curriculum is designed to give students the confidence and knowledge needed to be effective and efficient using FOOD-TRAK as a powerful tool! The Crash Course is a curated selection of FOOD-TRAK University material and includes one hour of customized Advisory Services training to cover or supplement any FOOD-TRAK topics of interest.



TRAINING FOCUS

The Crash Course session includes these FTU courses:

- Database 102 – database management of vendors and purchased items
- Database 120 – procurement and inventory templates
- Accounting 201 – manual inventory entry and basic reports
- Accounting 400 – manual invoice entry and basic reports

TRAINING TIMES

The course work totals 6.5 instructional hours. To best accommodate your business needs, the training can be spread over multiple days or completed in a single day. Start times are also flexible, although contingent upon staff hours, instructor availability and time zone. The Advisory Services hour is valid up to thirty days from the completed training date and can even be used immediately following the Crash Course, allowing students to take advantage of what they have just learned. The Advisory Services work can be conducted in a live client database or in the instructor's training database.

HOW IT WORKS

Instruction is delivered by a live instructor via Microsoft Teams, a remote conferencing system. Students are able to participate in the training from their own computer anywhere with a reliable internet connection by accessing the virtual classroom using the provided Microsoft Teams invite. Instructions on joining the meeting and connecting both audio and video are sent ahead of time, allowing students flexibility to prepare for the class. Camera and video conferencing are recommended but not required, and if a computer mic is unavailable, students are able to communicate using the Microsoft Teams conference telephone line (toll call) and the Chat feature within the meeting session.

The Crash Course instructor trains in the latest version of FOOD-TRAK and uses the FOOD-TRAK training database. To ensure students can easily follow along, a PDF file study guide is provided. Registration is \$750 per person for the Crash Course session, and payable using a company check, Visa, MasterCard or American Express. Enterprise clients will need to register each location separately. To ensure we are able to serve as many students as possible, payments are non-refundable within three days of the scheduled class start date. SCI reserves the right to cancel or reschedule online training for circumstances beyond our control. In this instance, a refund or rescheduling is available.

Contact your Account Manager to schedule the Crash Course for you or your team. For information on other training topics, a complete FOOD-TRAK University Course Catalog is available upon request.