

# You're invited . . .

to a jam-packed, three day  
Technical Training Session  
on AutoEDMS v6.5!

Yes, you'll be gone 3 days, but . . .  
you'll return 3 months ahead!

The AutoEDMS System Administrator Training Seminar is an intense three-day course where you'll gain the know-how to customize, optimize and fine tune AutoEDMS to fit your company. You'll learn:

- How to install, troubleshoot and support your AutoEDMS system
- How to design your database and Forms with the "QwikForm" design tool
- How to easily customize your AutoEDMS system with Form design, workflow configuration and application integration
- Valuable "tips n' tricks" from other AutoEDMS users!

## Who Should Attend

This seminar is valuable to System Administrators and those who manage their AutoEDMS systems.

## What to Expect

This seminar provides you with the skills needed to integrate and automate the functions of AutoEDMS. Throughout the course, intensive hands-on exercises give you practical development experience within the AutoEDMS environment.

## Cost

The cost for this comprehensive, three-day training course is just \$1195 per person, with a discount of \$100 for each additional attendee from the same company attending training at the same time. *And . . . if you register & pay by April 9th, you'll save 10%!*

## Dates & Location

The AutoEDMS System Administrator Training Seminar will be held Wednesday - Friday, May 12th - 14th, 2004, at the Marriott Renaissance Center in Detroit, MI. Classes run from 8:00 a.m. until 5:00 p.m. all three days.



## Hotel Information

Marriott Detroit Renaissance Center  
Renaissance Center  
Detroit, MI 48243-1003  
Phone: (313) 568-8000  
FAX: (313) 568-8146

For room reservations, call (800) 228-9290. When calling in, identify yourself as being part of ACS Software, as a block of rooms has been reserved specifically for ACS Training attendees at a rate of \$129 per night. *This block of rooms is guaranteed until April 23rd.* To guarantee a room, we recommend making your reservations prior to this date.

Breakfast and lunch will be provided to you all three days of training, compliments of ACS Software. Dinner is available at local restaurants. The Renaissance Center is directly connected to People Mover, providing convenient access to restaurants and attractions in downtown Detroit.

## Transportation

The Marriott recommends flying into the Detroit Metropolitan Airport (DTW). It is approximately 15 miles west of the hotel. If you're not renting a car, there are two transportation options from the airport:

Taxicabs on demand at the airport — approximately \$35, one way.

Ride & Relax Shuttle — (248) 557-1510. This is by reservation only, but will take 3 people as a "group" for just \$35, one way.

## Attire

ACS asks that you dress "business casual."

# AGENDA.

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## System Administrator Training for AutoEDMS Version 6.5

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**May 12th - 14th, 2004**

Classes run from 8:00 a.m. until 5:30ish p.m. (sometimes) Wednesday & Thursday, and on Friday, class adjourns at 5:00 p.m. *We begin at 8:00 a.m. sharp!* To participate in the “hands-on” sessions, AutoEDMS *must* be installed on your laptop and operational *prior* to arriving at training.

### **Day One.**

- AutoEDMS component review
- Forms & database development
- Form configuration with the QwikForm design tool
- Customize new record creation

### **Day Two.**

- Populating your database with existing files & databases
- Changing your database structure
- Automating Workflow with AutoEDMS
- AutoEDMS Reports

### **Day Three.**

- Interfacing AutoEDMS with other applications with Embedded Linking & Control (ELC) / Open Database Management API (ODMA)
- Maintaining your AutoEDMS system
- Implementing security
- Introduction to the ACL (API) language

### **Requirements.**

- Laptop with AutoEDMS v6.5 installed  
*Laptop must be running Windows 98, 2000 or XP*
- AutoCAD installed (only if you use it)
- External mouse & mouse pad (a must!)
- Program editor (ACS recommends WinEdit — a 21 day trial copy can be downloaded from: [www.winedit.com/download.asp](http://www.winedit.com/download.asp))

# AutoEDMS Technical Training Seminar Reservation Form for End Users

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May 12th - 14th, 2004 • Detroit, MI

To reserve your space in ACS Software, Inc.'s AutoEDMS Version 6.5 System Administrator Technical Training Seminar, please complete this form and fax it back to ACS Software at (310) 755-6050. Space is available on a first come/first served basis.

## Seminar Cost

The cost for this comprehensive, three-day training course on Version 6.5 is just \$1195 per person, with a discount of \$100 for each additional attendee from the same company attending training at the same time. Fee includes all course materials and a certificate of completion. Make your check payable to "ACS Software, Inc." and **mail to arrive by Friday, May 7, 2004.**

## Early Bird Discount

By registering early, you will receive a 10% discount off the total cost of training. That's a savings of over \$100! In order to qualify for the Early Bird Discount, we must *receive* your Reservation Form and payment by **Friday, April 9th** - no exceptions. Please note that this discounted rate is not transferable to future training courses.

## Cancellation Policy

If cancellation is necessary, a full refund will be given with 10 days notice (May 2nd, 2004). If less than 10 days, and prior to 72 hours notice of the event is given, a refund of 50% will be returned. No refunds will be given for no-shows or cancellations within 72 hours of the event (May 9th, 2004). *No exceptions.* Substitutions for paid registrants are permitted at any time.

## End User Reservation Form

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Company Name \_\_\_\_\_

Billing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_ Web Site \_\_\_\_\_

Please list the names and titles of all those from your company who will attend:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

P.O. Number \_\_\_\_\_

P.O.'s are not considered payment

Total amount due \$ \_\_\_\_\_

Circumstances may make it necessary to cancel courses. Please consider this possibility when arranging transportation, as ACS Software, Inc. cannot assume responsibility for nonrefundable tickets.