



OfficeMate Education Conference 2018

Day One 7:30 AM - 5:00 PM

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| 07:30 AM | Registration |
| 08:15 AM | Breakfast & Welcoming Remarks |
| 09:00 AM | Classroom Introductions |
| 09:15 AM | OM Overview: Check In & Check Out w/Exam from EMR |
| 10:15 AM | Partner Presentation |
| 10:30 AM | Break |
| 10:45 AM | Security, Attributes/Lens Loader, and Product Maintenance |
| 12:15 PM | Partner Presentation |
| 12:30 PM | Lunch |
| 01:30 PM | Partner Presentation |
| 01:45 PM | Preferences, Scheduler, and Generating Recalls |
| 02:45 PM | Partner Presentation |
| 03:00 PM | Break |
| 03:15 PM | RX Orders, RX Status, and Fee Slips |
| 04:45 PM | Q&A/Wrap-Up |
| 05:00 PM | Cocktail Reception |

Day Two 8:30 AM - 4:00 PM

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| 08:30 AM | Breakfast |
| 09:00 AM | Day 1 Review |
| 09:15 AM | Ledger, Receipts and Adjustments, and Posting EOP |
| 10:15 AM | Partner Presentation |
| 10:30 AM | Break |
| 10:45 AM | Break out session (VSP Interface or Reports) |
| 12:15 PM | Partner Presentation |
| 12:30 PM | Lunch |
| 01:30 PM | Third Party Claims Processing and End of Day Closing |
| 03:00 PM | Break |
| 03:15 PM | Product Manager Presentation |
| 03:30 PM | Q&A/Wrap-Up |
| 04:00 PM | Dismissal |

- Please bring your laptop. While iPads can be used for OfficeMate they are more difficult to use and we do not recommend them for this product.
- You will be given access to a "conference training database." You do not need install OM.
- Must be live with the software at least 30 days prior to attending the conference.