

WASWUG 2025 Master Session List

The master session list is subject to change. The final session list will be available on our conference app.

Session Name	Description	Track	Categories/Tags
Qmlativ Migration: Managing the People Side of Change	Approaching the Qmlativ Migration with a Change Management mindset and skillset accelerates user adoption, proficiency, and successful use of the Qmlativ suite of solutions. This session will help you answer the question "What's in it for me?" to help raise awareness, grow desire, and expand the knowledge members of your team will need in order to become empowered Qmlativ users at Go-Live and beyond. Attendees will leave with tools and resources to empower your team's journey through change!	Migration to Qmlativ	MIGRATION - SMS TO QMLATIV
Migration Recommendations: A District's Perspective	In this session, School District staff share recommendations and tips based on their experience with migration. You'll receive ideas on how to prepare for training, configuration, and other aspects of transitioning employees, students, and guardians to a new SIS/ERP system.	Migration to Qmlativ Cross Product	MIGRATION - SMS TO QMLATIV
What's on the Horizon	Come to this special session for all attendees presented by Skyward! You will have an opportunity to network with Skyward staff and others, learn more about product updates, and hear from the experts.	Cross-Product - Qmlativ	QMLATIV CROSS-PRODUCT - FM/HR/STU FUTURE USERS CURRENT USERS SMS 2.0
Get Excited about Qmlativ!	This session is all about the cool features and the bells and whistles Qmlativ has to offer - Live Tiles, Chart Tiles, Dock, List Totals, Custom Dashboards, and much, much more!	Cross Product - Qmlativ	QMLATIV CROSS-PRODUCT - FM/HR/STU FUTURE USERS
Security Overview in Qmlativ	In this session, we'll start by introducing you to Security concepts and terminology in Qmlativ. Then, we'll take a closer look at Security Users, Groups, and Roles. We'll also discuss the most common ways that districts are choosing to configure Security in Qmlativ.	Cross Product - Qmlativ	QMLATIV CROSS-PRODUCT - FM/HR/STU FUTURE USERS
Qmlativ Reporting Tips and Tricks	Who doesn't love tips and tricks to make your job easier? In this quick-fire session, we're going to look at 10 tips and tricks that you can use to write, run, or manage reports in Qmlativ. Business and Student users welcome!	Cross Product - Qmlativ	QMLATIV CROSS-PRODUCT - FM/HR/STU CURRENT USERS
Creating Data Mining Reports in Qmlativ	During this session, we will present a comprehensive walkthrough of the process to generate Data Mining reports in Qmlativ for users in Finance, Human Resources, and Student roles, covering all the necessary steps from beginning to end.	Cross Product - Qmlativ	CROSS-PRODUCT - FM/HR/STU QMLATIV CURRENT USERS DATA REPORTING

WASWUG 2025 Master Session List

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Getting Your Data from Qmlativ	For Qmlativ Finance/HR Users: Come explore the array of choices available in Qmlativ for accessing the data and generating the reports you require. This session will spotlight various features including list screens, data mining, and advanced reporting functionalities.	Cross Product - Qmlativ	CROSS PRODUCT - FM/HR QMLATIV CURRENT USERS DATA REPORTING
Advanced Report Designer: A Deeper Adventure into Custom Reporting (90 min)	Join us for an expedition to explore the depths of creating a custom report. We'll delve into complex calculated fields and learn the power of hide-and-seek with lines, fields and prompts.	Cross Product - Qmlativ	QMLATIV CROSS-PRODUCT - FM/HR/STU CURRENT USERS
After the Update: Payroll's Impact on Financial Management in Qmlativ	This session will help payroll, HR, and finance users understand the accounting implications of Payroll processes in Qmlativ.	Cross Product - Qmlativ	CROSS PRODUCT - FM/HR/PAYROLL QMLATIV
Join with the SAO in Fighting Fraud	Come hear from the State Auditor's Office about the latest schemes affecting schools and the resources you need to combat them	Cross Product	CROSS PRODUCT - FM/HR/PAYROLL BUSINESS STATE REPORTING
CTE Codes, Funding & Explanations	Are you getting your full CTE funding? This session is full of CTE knowledge. We'll review: the true definition of what CTE is, an understanding of what CTE Funding is for all to understand, an overview of the frameworks process, the CTE codes that are input into your SIS courses, a quick hike to the different CTE pathways. Reading and understanding the P223/Voc count, and lastly, why communication between Admin/CTE Directors/Student side of your district's SIS is so important.	Cross-Product	CROSS PRODUCT QMLATIV SMS 2.0
Qmlativ Security: Understanding it Through a District's Model	In this session, you'll see the organization and relationship of Security Groups and Security Roles from a practical standpoint. You'll understand the impact of a district's model on specialty access groups and other aspects of Qmlativ. Edmonds School District will share its journey from migration prep to present. We will identify considerations for your district's journey. Audience collaboration is welcomed!	Cross-Product	CROSS PRODUCT QMLATIV
CEDARS 101	TBD	Student - State Reporting	STATE REPORTING STUDENT QMLATIV CURRENT USERS
Contracted Services Reporting	TBD	Student - State Reporting	STATE REPORTING STUDENT QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

Session Name	Description	Track	Categories/Tags
Multilingual/EL/LEP Records (What You Need to Know About LEP Records in Qmlativ)	Records in Qmlativ are different, smarter than SMS. How to know when to uncheck receiving services. What to do with students with 0 FTE. How to build views and titles for ML records to get all your students. How to build a view for Monitored students, Title III, and parent waivers. What do Qmlativ users do when the ML indicator is not visible until the start of the school year? How to match your P-223 report.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV CURRENT USERS
Overview of P223 Enrollment in Qmlativ	Come learn how efficient, simplified, and dynamic the P223 Enrollment process is in Qmlativ! We will cover the steps used each month to process your district enrollment counts. These include generating your P223 enrollment numbers, viewing your P223 exceptions, creating your final P223 electronic files, and submitting your P223 files to OSPI.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV CURRENT USERS
Qmlativ P223 (Advanced) - How Special Programs Connect with Headcount Totals	Learn how Special Programs are used to report headcount totals for students in Transition to Kindergarten, Running Start, and Bilingual programs.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV CURRENT USERS
Overview of State Report Functionality & Features in Qmlativ	An introductory look at the ABCs of State Reporting in Qmlativ. We'll discuss common terminology and processes, look at the basics of viewing your files, and look at how the submission process works.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV FUTURE USERS
CEDARS Safety & Security Staff (SSS) Involvement Reporting	In this session, OSPI and WSIPC will be partnering to share the reporting requirements for Safety & Security Staff Involvement, as well as updates impacting the 2024-25 School Year. Additionally, we will share resources and scenarios (including what a non-behavioral/non-exclusionary event is), discuss who Safety & Security Staff are, and how to enter this data in both Qmlativ and SMS 2.0.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS
CEDARS Discipline Reporting	This session will familiarize you with the fields used in CEDARS Discipline State Reporting in both SMS 2.0 and Qmlativ. We will discuss the CEDARS logic used to determine when a Discipline Incident is included. Scenarios will be used to help demonstrate data entry and the impact on CEDARS Discipline Reporting.	Student - State Reporting	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS
Qmlativ P223 Basic Education FTE Calculation	Is the Full Time Equivalent calculation on the P223 Monthly Enrollment report sometimes a mystery to you? In this session, we will review the Basic Education calculation for Student FTE, Grade Level FTE, Vocational (CTE) FTE, and Skill Center FTE. NOTE: We will not be addressing Running Start FTE or Alternative Learning Experience (ALE) FTE calculations.	Student - State Reporting	STUDENT QMLATIV STATE REPORTING CURRENT USERS
How to Complete Your P223	Follow a district's count day process in Qmlativ. Learn about custom views, student coding, reports, and processing for OSPI state count days. Additional information will be shared on how to code students to keep them enrolled but not count them, and how to use the No Show process in September.	Student - State Reporting	STUDENT QMLATIV STATE REPORTING CURRENT USERS

WASWUG 2025 Master Session List

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Special Education CEDARS State Reporting - "CHANGES" in File K & File U for Qmlativ	In this session, we will share Reference Materials for OSPI, WSIPC, and Qmlativ (i.e., viewing updates and ways to use the tools); share OSPI criteria for record selection in CEDARS Files K and U; share CEDARS 2023-24 'CHANGES' in Files K and U (i.e., Interpreter Services Requested - new fields); and show in the Qmlativ platform where the new fields "Interpreter Services Requested" are located for reporting in File K and U	Student - State Reporting	STATE REPORTING STUDENT SPECIAL SERVICES QMLATIV CURRENT USERS
Tips and Tools for Resolving CEDARS Errors	Does your CEDARS error look like it's written in another language? Are you confused as to what it is telling you? This session is designed to help you read, understand, and solve CEDARS errors.	Student - State Reporting	STATE REPORTING STUDENT SMS 2.0
The What, Why, and Where of Processing Lists in SMS 2.0	This session will guide SMS 2.0 users on the meaning of a Processing List; where a Processing List can be used; and how to create, update, and edit one. We'll also cover helpful examples and scenarios on how using this feature can save time and improve workflow.	Student - SMS 2.0	STUDENT SMS 2.0
Data Mining: Beyond the Basics in Student SMS 2.0	In Data Mining, you know the basics, but you want to know more about what this powerful tool in SMS 2.0 can do for you. We will learn about the Format tab and/or filters, Family Access display, the power of sorting, and more.	Student - SMS 2.0	STUDENT SMS 2.0
Data Mining for Beginners (SMS 2.0 Student Version)	This session is created for Student Users who have never or recently started to use Data Mining in SMS 2.0. During this session, we will cover key elements of Data Mining.	Student - SMS 2.0	STUDENT SMS 2.0
Student Cleanup for Migration to Qmlativ	This session will detail SMS 2.0 Cleanup Tasks that Student System Users can start doing now to support a successful Migration to Qmlativ.	Student - SMS 2.0 Student - Qmlativ	MIGRATION - SMS TO QMLATIV STUDENT
New Student Enrollment Overview in Qmlativ	In this session, you'll see how families use Online Forms to enroll their students using New Student Enrollment (NSE), and then how staff approve the enrollment forms. We'll take a look at configuration and security. Lastly, in the Online Forms Manager we'll take a look at the New Student Enrollment form that the family used.	Student - Qmlativ - Future Users	STUDENT QMLATIV FUTURE USERS
Qmlativ Overview of Student - Basic	Basic overview of Qmlativ features including home screen, live tiles, and other areas of the software platform. (For future users and those new to Qmlativ.)	Student - Qmlativ - Future Users	STUDENT QMLATIV FUTURE USERS
Teacher Gradebook in Qmlativ	Come learn the ABCs of Qmlativ's Gradebook. During this overview of the Teacher Gradesheet, we will focus on configuration settings and options so you can help support your staff.	Student - Qmlativ - Future Users	STUDENT QMLATIV FUTURE USERS
Basic Student Data Mining & Processing Lists in Qmlativ	This session is a Basic Overview in Qmlativ of finding student Data Mining fields, creating a report, and setting filters and prompts. You'll also learn how to share to Advanced Report and create processing lists.	Student - Qmlativ - Future Users	STUDENT QMLATIV FUTURE USERS
Discipline Letters in Qmlativ	This session will review the process for creating discipline letter templates. Naming logic, headers, and translations will all be covered. We will then generate discipline letters for various incidents and offenses.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

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Introducing IEP Online 3.0!	Please join us for a demonstration of features and functionality of IEP Online 3.0.	Student - Qmlativ - Current Users	SPONSORED SESSION SPECIAL SERVICES IEP ONLINE STUDENT
Top Benefits of the Import (Writeback) from IEP Online	Do you already use IEP Online or are you thinking about it? Did you know that WSIPC's custom integration not only sends data from Skyward to IEP Online, but can also import data from IEP Online to Skyward? Come explore the top benefits of implementing the Writeback at your district.	Student - Qmlativ - Current Users	SPECIAL SERVICES DATA REPORTING IEP ONLINE STUDENT
Navigating Family Engagement: Building Stronger Connections	This session explores the journey of building meaningful, lasting partnerships with families to support student success. Effective communication with families creates a stronger, more inclusive educational environment, and we're here to help you enhance that connection in your district. We would like to invite you to a demonstration of two powerful PCG products designed to bridge the communication gap and improve family engagement: Translation: Tailored to provide meaningful access to documents to students, parents, and guardians who are non-native English speakers, ensuring all families stay informed and engaged. IEP Online Connect: Our innovative parent portal transforms how district staff communicate through IEP Online. With this tool, staff can securely send signature and consent requests, draft documents, and finalized records directly to parents, streamlining communication and collaboration.	Student	SPONSORED SESSION SPECIAL SERVICES IEP ONLINE STUDENT
Experience PCG's In Person Office Hours	In this open-format Office Hours, PCG experts will be available to answer your questions about IEP Online. Receive hands-on support and troubleshooting assistance to help you overcome any challenges. Let the adventure begin as we navigate your path to success together!	Student	SPONSORED SESSION SPECIAL SERVICES IEP ONLINE STUDENT
Exploring School-Based Medicaid and EasyTrac	"Let the Adventure Begin" as we dive into the school-based Medicaid journey, discovering ways to unlock funding that directly supports student needs. This session will guide you through the ins and outs of the school-based Medicaid program, from eligibility and documentation to maximizing reimbursements. Join us to map out best practices, navigate common challenges, and equip your district with the tools to successfully leverage Medicaid resources—an adventure that directly benefits both schools and students alike!	Student	SPONSORED SESSION SPECIAL SERVICES IEP ONLINE STUDENT
Discovering the Power of Robust Reporting in IEP Online	Get ready to embark on a new data adventure with IEP Online 3.0's powerful reporting tools! In this session, we'll dive into the expanded reporting functionality designed to give districts deeper insights and streamlined data access. This session will equip you with the tools to navigate your reporting journey in IEP Online 3.0.	Student	SPONSORED SESSION SPECIAL SERVICES IEP ONLINE STUDENT
Qmlativ Scheduling Tools for the Current Year	In this session, we'll demonstrate the tools available in Qmlativ for making schedule changes for a student, mass changing schedules, scheduling a new student, and other current year scheduling tasks.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

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An Overview of Browse Screens in Qmlativ	As you work in Qmlativ browse screens, you should be aware of various buttons and icons you can click to display additional screens or options. These features help you navigate through your task and enable you to work more intuitively. You can display a detail panel to access a record on a list for viewing or changing information. You can view an expanded screen when you open a record to view or change information. Additionally, you can click More Options to access actions you can perform that affect an entire record, such as deleting it. You can export data and reorder records on a browse screen if needed, as well as update and attach columns to browses. If you wish to view certain information within a column, you can attach a filter to sort information by specific criteria. Alternatively, if you would rather limit the information that is seen within columns, you can choose to update the filters and views created for your browse screens.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Attendance Letters in Qmlativ	This session will walk you through the Qmlativ process of creating an Attendance Letter template, Attendance Thresholds, and running your letters.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Basic Report Cards in Qmlativ	This session will walk attendees through the setup and printing of standards and secondary student report cards in Qmlativ.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Tips for Preparing for a Student Name Merge	Provide 5-10 tips for utilities or manual cleanup that should be performed prior to running a student name merge to ensure it is successful.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Mastering the Skyward Gradebook - Canvas Course	Renton School District created a teacher-oriented professional learning resource for the Qmlativ Gradebook. Hundreds of teachers have used it over and over. Now, it can be yours! "Mastering the Skyward Gradebook" is a Canvas course created by the Renton School District that covers topics from Login to Transferring Grades for New Students. It provides a logical flow for teacher learning leveraging the resources of the Skyward Help Center. In this session, you will review the "Mastering the Skyward Gradebook" course for Qmlativ created by the Renton School District in Canvas and learn how to import and edit it for your own district.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Qmlativ Family/Student Access Overview	This session will be an overview of the Family & Student Access Configuration including the modules available with the many options, how to clone the setup for other entities, and experience what a family or student sees when they log into Qmlativ.	Student - Qmlativ - Future Users	STUDENT QMLATIV FUTURE USERS
Foraging for Data with Browse Screens in SMS	This session is designed to save you time when you are looking for a list of students. We will dive into the tips and tricks of browse screens in SMS including views, filters, processing lists, and much more. Come and forage for the data with me.	Student - SMS 2.0	STUDENT SMS 2.0

WASWUG 2025 Master Session List

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Student Notification & Message Center	Review settings/configuration. Learn how to create messages. Learn how to create various notifications. Discuss and configure Automated Emails. Learn about Message Center Settings in Family Access.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Qmlativ Year End	Come explore the Student Management Year End in Qmlativ. In this session users will learn how quickly they can complete this formerly daunting task in record time. Qmlativ Year End includes a series of clone processes that are perfect for those who love to use a check list to track their progress. In this session we will discuss the District and Entity Year End including Mass Add and Mass Withdrawal of students and other tasks along the trail to the Year Start. Come join us for this exciting new adventure you will be sure to enjoy.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Tracking Non-Attending Students	Keeping track of enrolled students is hard and students who are not-attending or never attended, even harder. Learn about Qmlativ features to help make this easier. Follow the Auburn School District process for a whole school year and into the next. Starting with configuring and using the No Show Process and tracking students who never attended in the current year. Next tracking students who are unconfirmed withdrawals or dropouts. Then use State Reporting Exclusions to follow students who have reached 20 days non-attendance but are not being withdrawn and cannot be counted. Bring visibility to these groups by creating live tiles. Ending with considerations for end of year withdrawals to reduce student loss over the summer break.	Student - Qmlativ - Current Users	STUDENT QMLATIV CURRENT USERS
Finance Reports: Sequences and Data Mining	This session demonstrates the creation of Account Sequences and their role in producing Accounting/Finance reports. If you are looking for ways to accurately sort and subtotal on Budgetary Data Mining reports, this session is for you.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
Credit Card Processing in SMS 2.0 - Features and Highlights	This session will introduce you to the SMS 2.0 Credit Card module. It will explore beneficial features.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
Expediting Order Submissions in SMS 2.0	In this session, we will show you how to configure SMS 2.0 to email Purchase Orders to Vendors, along with how to add attachments. We'll also show you how to configure eCommerce options, along with how to create and process eCommerce orders.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
Introduction to Accounts Payable in SMS 2.0	This session is an introduction to Accounts Payable in SMS 2.0. We will work with several invoices and see how they run through the Check Register process, ultimately generating payments to vendors. Come learn how to set invoice retention, understand Accounts Payable reports, and see tips for balancing along the way.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
How to Manage Expense Reimbursements in SMS 2.0	Learn how an Expense Reimbursement flows through the SMS 2.0 system from entry to payment.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0

WASWUG 2025 Master Session List

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Budgetary Data Mining	This session will cover creation of reports in Budgetary Data Mining using different sequencing techniques and breaks to create reports with different formats. We'll also look at how to set up schedules for reports and to make them available to different staff or yourself.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
Financial Reports: Data Mining Fields in SMS 2.0	In this session, we will review SMS 2.0 fields available in Data Mining reports, look at common parameters, review examples of auto generating a field, and combining two fields.	Financial Management - SMS 2.0	FINANCIAL MANAGEMENT SMS 2.0
Finance Cleanup for Migration to Qmlativ	This session will detail SMS 2.0 Cleanup Tasks that Finance System Users can start now to support a successful Migration to Qmlativ.	Financial Management - SMS 2.0 Financial Mgmt - Qmlativ	MIGRATION - SMS TO QMLATIV FINANCIAL MANAGEMENT
Qmlativ Introduction for Business Office Personnel	This session will provide an introduction to common features from a Business Office perspective, including the Financial Management modules and flow.	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT QMLATIV FUTURE USERS
Purchasing Encumbrance in Qmlativ - Three Types to Know About	In this session, we'll explore the three Encumbrance Types available in the Qmlativ Purchasing module and explore how they differ from SMS 2.0.	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT QMLATIV FUTURE USERS
SMS 2.0 vs. Qmlativ - Accounts Payable	In this session, we will look at the fields for Accounts Payable (AP) in Qmlativ and how they are the same/different than the fields in SMS 2.0. Then we will go through the process for Qmlativ AP and how it is the same/different from SMS 2.0. The goal is to show that the process might look different but is very similar to what you are currently doing. Get excited to migrate to Qmlativ!	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT SMS 2.0 QMLATIV FUTURE USERS
Accounts Receivable in Qmlativ	Accounts Receivable is used to record invoices that a district needs to issue to a payor for money owed to the district. This session will include a general overview of the setup for Accounts Receivable in Qmlativ, plus how to process the invoices from the initial invoice issued to a payor to the deposit of the cash when received.	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT QMLATIV FUTURE USERS
Qmlativ - Navigating Finance List Views	Come find out why everyone says List Views in Qmlativ is such a great tool. We will show you the basics of navigating and harnessing the full power of List Views in Qmlativ. Specifically, we will focus on modifying the List View by adjusting the View (adding, deleting, moving fields), modifying the Filter (filtering and sorting fields), adding List Total, and creating Tiles on the Dashboard. In this session we'll highlight Account Lists, Invoice Lists, PO Lists, Budgeting, and Vendor Lists.	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT QMLATIV FUTURE USERS

WASWUG 2025 Master Session List

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Qmlativ Fiscal Budget	An overview of the Fiscal Budget process in Qmlativ. See how this often-confusing process in SMS 2.0 is streamlined and much easier to manage in Qmlativ.	Financial Management - Qmlativ - Future Users	FINANCIAL MANAGEMENT QMLATIV FUTURE USERS
Qmlativ Asset Management (Assets Overview and Application)	Learn how the module, Assets, can be used by your district.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Qmlativ County Treasurer Configuration and Processing	In this session, you will see how to process warrant files to send the required information to the County Treasurer. We will also cover the available configuration options.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Qmlativ Credit Card Processing - All About Credit Card Transactions Setup	This session provides an overview of Credit Card Transactions in Qmlativ, including setting up the import template, configuring the security groups, and adding credit cards and approval levels.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Qmlativ Introduction to Accounts Payable Processing	This session will provide an introduction to entering AP Invoices, generating reports (Vouchers/Board Reports), processing warrants, and submitting the County Treasurer warrant register.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Qmlativ Accounts Payable Corrections & Invoice Processing	Accounts Payable mistake? Come join us as we walk through how to adjust, void, and reissue AP-related invoices in Qmlativ.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Managing Expense Reimbursements in Qmlativ	In this session, you will see how an Expense Reimbursement flows through the Qmlativ system from entry to payment. We will also explore the configuration options available and see how these configuration options impact the entry process.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS
Qmlativ Purchasing	This session is an overview of entering purchasing requisitions and processing them through the system. We'll include a brief discussion on Requisition and PO Group setup, a demonstration of entering and approving requisitions, information on batch to open purchase order processing, and information about receiving on purchase orders.	Financial Management - Qmlativ - Current Users	FINANCIAL MANAGEMENT QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

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Salary Negotiations to Employee Management to Payroll Workflow	Get to know the workflow from Salary Negotiations to Employee Management to Payroll using the SMS 2.0 software! In this beginner session, we'll help you get to know the role of each of these areas and show you the ropes to help them work together in harmony.	HR/Payroll - SMS 2.0	HR SMS 2.0
SEBB Reconciliation	In this session, you'll see how I reconcile my SEBB billing each month starting from downloading the bill from SEBB My Account to uploading the file into my payroll system. I also share 3 of my most used Excel formulas! Note: The Excel file added as a resource for this session must be accessed and downloaded from the desktop version of the Attendee Hub platform.	HR/Payroll - SMS 2.0	HR PAYROLL SMS 2.0
Processing Payroll Corrections in SMS 2.0	Join us as we review efficient ways to process payroll corrections in SMS 2.0. We will cover scenarios such as employee overpayment/underpayment, deduction/benefit processing for employees without pay, common Skyward tools used for corrections, and much more.	HR/Payroll - SMS 2.0	PAYROLL SMS 2.0
Time Off Overview in SMS 2.0	An in-depth look through the WSIPC Guide to Time Off, with demonstrations on Time Off Transactions, Codes and Configurations, Org Charts, Leave Roll, and Employee Access leave requests.	HR/Payroll - SMS 2.0	HR PAYROLL SMS 2.0
HR-Payroll Cleanup for Migration to Qmlativ	This session will detail SMS 2.0 Cleanup Tasks that HR-Payroll System Users can start now to support a successful Migration to Qmlativ.	HR/Payroll - SMS 2.0 HR/Payroll - Qmlativ	MIGRATION - SMS TO QMLATIV HR-PAYROLL
HR/Payroll Overview in Qmlativ	Are you a future Qmlativ user and wondering what the HR & Payroll modules look like in the new software? In this session, we'll tour Qmlativ and explore some of the HR & Payroll features.	HR/Payroll - Qmlativ - Future Users	HR PAYROLL QMLATIV FUTURE USERS
Time Tracking in Qmlativ	In this session, we will discuss how Time Tracking can be set up and configured to track employee time in Qmlativ. After setup, we will review how the employee will punch in and out, edit punches, and submit. We will conclude with a look at the approval process and general management of submitted Time Tracking Timesheets.	HR/Payroll - Qmlativ - Future Users	HR PAYROLL QMLATIV FUTURE USERS
Onboarding in Qmlativ	Learn how to welcome new employees as we walk through the Qmlativ employee onboarding workflow including Online Forms, Process Management, and Employee Profile. This streamlined process allows districts to track, notify, and set up new employees while working with multiple departments to complete the onboarding process. Check out the complementary Applicant Tracking session that kicks off the new hire.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Preparing Your Payroll Using Tiles, Views, and Filters	In this session, I'm going to show you how to set up a few different reports using the views and filters as well as creating Tiles on your dashboard that might be useful when you're completing the payroll process.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

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The Power of Defaults	In this session, we review various defaults on Position Types and Deductions & Benefits. We will also review how Ded/Ben verification sets can speed up adding new Positions and Assignments to Qmlativ.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Payroll Utilities in Qmlativ	Learn how corrections and updates in a Qmlativ payroll run can be updated quickly using Payroll Utilities. We will also cover what the payroll purge and reset features do, to help you make payroll corrections quickly and efficiently.	HR/Payroll - Qmlativ - Current Users	PAYROLL QMLATIV CURRENT USERS
Applicant Tracking in Qmlativ	Join us to see how staffing your district with great employees can be easy. The Applicant Tracking module is designed to make the hiring process easy and efficient while allowing your district to customize the features to meet your specific needs. This session will demonstrate how your district can streamline the hiring process and give your district the advantage of efficiency in today's competitive job market. After attending this session, you can learn more about seamless integration, onboarding, and process management by attending the Onboarding session.	HR/Payroll - Qmlativ - Current Users	HR QMLATIV CURRENT USERS
Retirement Record Management in Qmlativ: A Beginner's Guide	In this session, we will explore the ins and outs of retirement in Qmlativ, delving into key features, tools, and best practices. Join me as we navigate the entire process—from the initial entry in the software to the submission to DRS via the Retirement Transmittal.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Staff Planning Overview in Qmlativ	In this session, you will become familiar with Staff Planning and the tools you will use in Qmlativ for Budget development.	HR/Payroll - Qmlativ - Current Users	HR QMLATIV CURRENT USERS
Understanding Positions and Assignments	In this session, we'll explore the fundamentals of Qmlativ's Position and Assignment design from the ground up. You'll become familiar with the unique elements and learn about best practices for bringing them together to create a seamless connection with HR and Payroll.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Qmlativ HR/Payroll Optimization	In this session, we will discuss common areas where districts can gain efficiencies and streamline current HR/Payroll operations to optimize their use of Qmlativ. Topics will include Pay Type Codes, Stipend Pay, Timesheet Group Configuration, Calendars, and more.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Qmlativ Pay Type & Pay Schedule Basics	In this session, we will discuss general configuration of Pay Types and Pay Schedules in Qmlativ, how they relate together to drive employee pay, and strategies to leverage efficiencies and system functionality to streamline setup and maintenance.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS

WASWUG 2025 Master Session List

Session Name	Description	Track	Categories/Tags
Time Off Allocations in Qmlativ	In this session, we will review how Time Off Allocations are set up and processed in Qmlativ. We will review how to allocate certain Time Off Types to groups of employees using Entitlements, as well as when to allocate via Allocation Types and Allocation Schedules.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Qmlativ Retro Pay	Learn the multiple ways to process retro pay in Qmlativ, learn about making pay corrections to assignment pay, and walk through processing a retro payroll run.	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Paid Family and Medical Leave (PFML) Processing in Qmlativ	Description TBD	HR/Payroll - Qmlativ - Current Users	HR PAYROLL QMLATIV CURRENT USERS
Paid Family and Medical Leave presented by Washington Employment Security Department	Come hear from Employee Security Department staff regarding premium rates, benefit amounts, and how they relate to paid Family and Medical Leave.	HR/Payroll	HR PAYROLL BUSINESS STATE REPORTING QMLATIV SMS 2.0
DRS/Retirement Presentation	Come hear from the Department of Retirement Systems and learn more about ERA Validation, reports, common errors, and other tips.	HR/Payroll	HR PAYROLL BUSINESS STATE REPORTING QMLATIV SMS 2.0
SEBB Processing in Qmlativ	Description TBD	HR/Payroll	HR PAYROLL QMLATIV CURRENT USERS
HCA Presentation	Description TBD	HR/Payroll	HR PAYROLL BUSINESS STATE REPORTING QMLATIV SMS 2.0

WASWUG 2025 Master Session List

Session Name	Description	Track	Categories/Tags
Pack Your Priorities and Tools for Productivity in 2025	<p>You have the same analog workload with expectations to be plugged in on multiple platforms at one time. How can you be constantly accessible in multiple modes and still be productive? This session combines time management techniques with tech tools to help you put together a personalized success system.</p> <ul style="list-style-type: none"> - Planning and Prioritizing - Setting Boundaries and Communicating Needs - Choosing the Right Tools and Knowing When to Just Meet - Best Practices for Some of the Best Tools and Processes - AI Uses and Secrets 	Professional Development	PROFESSIONAL DEVELOPMENT
Navigating with Resilience in a Fast-Paced World: Adapting to Change and Thriving	<p>Equip yourself with the tools to thrive in times of change and uncertainty. This session focuses on building resilience to help you adapt, overcome challenges, and maintain productivity during transitions. Whether dealing with organizational shifts, personal changes, or evolving work environments, you'll gain strategies to stay grounded and move forward with confidence.</p> <ul style="list-style-type: none"> - Develop personal hardiness through commitment, challenge, and control. - Use the ADKAR model to plan for success. - Bridge transitions by embracing the realities of human behavior. - Manage stress and uncertainty effectively. 	Professional Development	PROFESSIONAL DEVELOPMENT
Savvy Strategies for Productive, Engaging, and Actionable Meetings	<p>In today's workplace, meetings are essential for collaboration and decision-making. Whether virtual or in person, this session will equip you with the skills needed to prepare for, and lead or participate in meetings ensuring that discussions stay on track, time is well-managed, and your contributions are heard, and action items are followed-up on and delivered. We will focus on techniques that help you confidently navigate different audience dynamics and keep meetings productive and engaging.</p> <ul style="list-style-type: none"> - Identify strategies to improve your meetings. - Overcome meeting timewasters. - Create agendas that work! - Manage meeting flow and time effectively to maximize productivity. - Increase accountability and after-meeting deliverables. - Confidently handle questions, feedback, and challenging conversations. - Use body language and voice to maintain control and keep attention. - Adapt your style to different meeting formats and audience needs. 	Professional Development	PROFESSIONAL DEVELOPMENT
The Modern Communication Journey: Crafting Emails, Texts, and Instant Messages	<p>With multitasking, short attention spans, and bombardment of communication from diverse channels, it is easy to mindlessly type things that need to be explained later. Having a process for formulating a complete, professional message on the fly improves accuracy and shared understanding that saves time and reputation long-term.</p> <ul style="list-style-type: none"> - Explore modern communication modalities, their idiosyncrasies, and success practices. - Practice a procedural composition technique with multiple media and scenarios. - Focus on audience, desired result, scope, approach, and content. - Edit quickly and comprehensively. 	Professional Development	PROFESSIONAL DEVELOPMENT

WASWUG 2025 Master Session List

Session Name	Description	Track	Categories/Tags
The Wonders of Word and Outlook	<p>This course is designed to provide the essential skills needed to use Microsoft Word and Outlook effectively for daily tasks. It will also demonstrate advanced features to save time and improve productivity.</p> <ul style="list-style-type: none"> - Create and format professional messages using templates and styles. - Work with headers, footers, page numbers, and tables of contents. - Insert and format charts, images, and shapes. - Automate with tracking, signatures, shared calendars, and more. - Use mail merge to create personalized letters and envelopes. 	Professional Development	PROFESSIONAL DEVELOPMENT
The Communication Challenge: Relationship Strategies for Workplace Success	<p>This training is your essential toolkit for effective communication. It includes the fundamentals you must have to clearly communicate in the workplace, provide feedback, delegate, and get your message across, without triggering defensiveness. Participants will explore how to implement the top four methods for ensuring that communication is clearly understood. You and your team will also better understand why listening is so crucial to communication and how to do it well. Participants leave with the confidence and ability to apply what they have learned, immediately. Highly interactive and relevant in your workplace.</p> <ul style="list-style-type: none"> - Communicate with confidence. - Gain respect from colleagues, peers, and bosses. - Discern how to create instant rapport. - Create big ideas with intentional small talk. - Utilize simple scripts for tough situations. - Reduce conflict and avoid misunderstandings. - Learn how to have a crucial conversation and never be put on the spot again. 	Professional Development	PROFESSIONAL DEVELOPMENT
The Quest for Critical Thinking, Problem Solving, and Decision Making	<p>Through a dynamic, interactive experience, participants will journey through critical thinking exercises, problem-solving scenarios, and decision-making strategies that are relevant for today's fast-paced environments.</p> <ul style="list-style-type: none"> - Evaluate arguments and solve problems systematically with logic and reason. - Detect inconsistencies and mistakes in reasoning. - Engage in interactive problem-solving challenges. - Enhance decision-making skills through structured frameworks. 	Professional Development	PROFESSIONAL DEVELOPMENT
Savvy Delivery Skills for Presentations: Captivate and Inspire with Confidence	<p>Presentations are an opportunity to share ideas, inspire action, and influence decisions. This session will help you develop the skills to deliver impactful presentations, whether virtually or in person. You'll learn techniques to engage your audience, present your ideas clearly, and handle any challenges that arise. We'll also cover how to adapt your presentation style for different audiences and settings, ensuring your message resonates no matter the venue.</p> <ul style="list-style-type: none"> - Craft presentations that captivate and engage your audience. - Use body language and vocal techniques to command attention and project confidence. - Adapt your presentation style to suit diverse audiences and settings. - Manage your presentation's flow to ensure clarity and impact. - Handle audience questions, feedback, and unexpected challenges with poise. 	Professional Development	PROFESSIONAL DEVELOPMENT

WASWUG 2025 Master Session List

Session Name	Description	Track	Categories/Tags
Hike to New Heights by Managing Up	<p>Perfect for professionals at any level who want to build stronger relationships with their leaders, this session will help you communicate more effectively, anticipate needs, and contribute to a positive, productive working environment. Develop the skills to effectively collaborate with and influence your supervisors, enhancing your professional relationship while achieving shared goals.</p> <ul style="list-style-type: none"> - Communicate proactively and clearly to anticipate needs. - Build trust and strengthen professional relationships. - Influence decision-making and problem-solving from your position. - Align your goals with organizational and leadership objectives. 	Professional Development	PROFESSIONAL DEVELOPMENT
Cultural Awareness and Sensitivity for the Journey	<p>Embark on a sojourn through the diverse dimensions of culture in today's workplace. This session explores cultural awareness in the context of organizational culture, generations, personalities, work styles, and all forms of diversity. You'll leave with the skills to foster respectful and productive interactions across a wide range of differences.</p> <ul style="list-style-type: none"> - Understand and bridge generational, personality, and work style differences. - Develop effective communication strategies to enhance empathy and psychological safety. - Recognize cultural dimensions and apply discernment in interactions. 	Professional Development	PROFESSIONAL DEVELOPMENT
Red Rover Presentation	Description TBD	Vendor-Sponsored	
Vanco Presentation	Description TBD	Vendor-Sponsored	
Otus Presentation	Description TBD	Vendor-Sponsored	
ManagedMethods Presentation	Description TBD	Vendor-Sponsored	
e-Funds for Schools Presentation	Description TBD	Vendor-Sponsored	
Parchment Presentation	Description TBD	Vendor-Sponsored	