

## WASWUG 2026 Session List

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### Finance Sessions

Session Title	Experience Level	Current / Future User	Hands-on / Lab?
Accounts Payable Corrections and Invoice Processing	Intermediate	Current/Future	
Asset Management (Assets Overview and Application)	Beginner	Current/Future	
Budget Part 2 - Fiscal Budget	Intermediate	Current/Future	
County Treasurer Configuration and Processing	Beginner	Future	
Credit Card Processing - All About Credit Card Transactions Setup	Beginner	Future	
Finance – SMS 2.0 Reports vs Qmlativ Reports	Beginner/Intermediate	Current/Future	
Fiscal Data Mining	Beginner	Current User	Hands On
Introduction for Business Office Personnel	Beginner	Future	
Introduction to Accounts Payable	Beginner	Future	
Introduction to Accounts Receivable	Beginner	Current/Future	
Introduction to Processing 1099's	Beginner	Future	
Introduction to the Vendor Module	Beginner	Future	
Managing Expense Reimbursements	Beginner	Current/Future	Yes
Process Management for Business Managers	Intermediate/Advanced	Current	
Purchasing	Beginner	Future	
Purchasing Encumbrance - Three Types to Know About	Intermediate	Future	
SMS 2.0 vs. Qmlativ - Accounts Payable	Intermediate	Future	
Using Views & Filters to Navigate Fiscal Modules	Beginner	Current & Future Users	Hands On
Warehouse	Beginner	Current/Future	

### HR / Payroll Sessions

Session Title	Experience Level	Current / Future User	Hands-on/Lab?
Access Granted: Limited Distribution Done Right	Beginner	Current	
After the Initial S-275: What Comes Next	Intermediate	Current	
Be Curious about List Views, Live Tiles and Navigation	Beginner	Current & Future Users	Hands On
Budget Part 1 - HR Budget in Staff Planning	Intermediate	Current	
Employee Onboarding Process with Process Management + Lab	Intermediate	Current	Yes
Getting Ready for Summer School	Beginner	Current	

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Getting Started with Payroll: Tips for Newcomers	Beginner	Current	
HR Data Mining	Beginner	Current User	Hands On
HR to Payroll Overview	Beginner	Future	
Implementing Applicant Tracking + Lab	Intermediate	Current	Yes
Mastering Calendars	Intermediate	Current	
Payroll Encumbrance	Intermediate	Current	
Power of the Pay Schedule	Beginner	Current	
SMS 2.0 vs. Qmlativ Employee Access	Beginner	Future	
SMS 2.0 vs. Qmlativ Time Off	Beginner	Future	
SMS 2.0 vs. Qmlativ Time Tracking	Beginner	Future	
Spreading Over and Under Payments	Intermediate	Current	
The Power of Defaults	Beginner	Current	
Time Off Allocations	Beginner	Current	
Using Contract Letters + Lab	Intermediate	Current	Yes

### Student Sessions

Session Title	Experience Level	Current / Future User	Hands-on / Lab?
All About Conferences	Beginner	Current/Future	
Assessment Creation and Import Process + Hands-On Lab	Beginner	Current	Yes
Bell Schedules	Beginner	Current	
Building Academic Standards	Beginner	Current	
CEDARS 101	Beginner	Current/Future	
CEDARS Discipline Reporting	Intermediate	Current	
College-Ready Code: Understanding High School Course Requirements for Admission to WA Public Universities	Beginner	Current/Future	
Creating and Managing Health Plans + Hands-On Lab	Beginner	Current	Yes
Curious about CTE?	Beginner	Current/Future	
Curious about Current Year Scheduling?	Intermediate	Current	
Curious about Historical Grading Practices?	Beginner	Current	
Curious about Online Forms?	Beginner	Future	

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Curious About Student Views and Filters?	Beginner	Current & Future Users	Hands On
Discipline Letters	Intermediate	Current	
Empowering School Staff with Data Entry for State Reports	Beginner	Current/Future	
Family and Student Access Overview	Beginner	Future	
From Paper to Platform: Rethinking Policy and Process for Online Student Records Management	Beginner	Current/Future	
Future Scheduling Start to Finish	Beginner	Current/Future	
Get Curious About the WA Transcript	Beginner	Current/Future	
How I Built That: Senior Survey + Hands-On Lab	Intermediate	Current	Yes
Managing Food Service Customer Records	Intermediate	Current	
Managing Graduation Requirements	Intermediate	Current	
Mass Scheduling Students	Intermediate	Current	
New Student Enrollment	Beginner	Future	
Online Assignments	Beginner	Current/Future	
Report Cards + Hands-On Lab	Beginner	Current	Yes
Roundtable for Special Education Processes and Errors	Beginner	Current	
Special Programs, State Reporting, and Excluding Students from State Reports	Intermediate	Current	
State Auditor / Enrollment Auditing	Beginner	Current/Future	
Student Data Mining & Processing Lists	Beginner	Current User	Hands On
Student Message Center and Notifications	Beginner	Current	
Student Thresholds	Beginner	Current	
Student Year End Tips and Tricks	Intermediate	Current	
Substitute Assignments	Intermediate	Current	
System Mass Update (Student Perspective)	Advanced	Current	
Troubleshooting GPAs	Intermediate	Current	
Understanding CEDARS Validation Messages	Beginner	Current	
Unofficial Enrollment Reporting	Beginner	Current	
Using Attendance Letters, Discipline, and ParentSquare	Intermediate	Current	
WA State Report Overview and Online Help	Beginner	Future	

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### Cross Product Sessions

Session Title	Experience Level	Current / Future User	Hands-on / Lab?
Data Mining Open Lab	Beginner	Current User	Lab
Help Center Scavenger Hunt: Find it, Learn it, Use it!	Beginner	Current/Future	
Importance of Cross Department Communication for Migration	Beginner	Future	
Introduction to District Pulse	Beginner	Current/Future	
Introduction to Qmlativ Report Designer	Intermediate	Current User	
Investigating the Home Page Basics	Beginner	Current	
Reports Manager and Report Security	Intermediate	Current User	
Security Overview	Beginner	Current/Future	
System Admin DYK Blitz	Beginner	Current	
Welcome to Your Dashboard	Beginner	Current	

### Business State Reporting

Session Title	Experience Level	Current / Future User	Hands-on / Lab?
Department of Retirement Services (DRS) Session Offering	Beginner	TBD	
Employment Security Department (ESD) PFML Session Offering	Beginner	TBD	
Health Care Authority (HCA) Session Offering	Beginner	TBD	
OSPI Finance Session Offering	Beginner	TBD	
Retirement Basics	Beginner	TBD	
Retirement Reporting Essentials: Pay Type, Pay Schedule, and Beyond	Intermediate	TBD	
SEBB Processing in Qmlativ	Beginner	TBD	
State Auditor's Office (SAO) Cener for Government Innovation Session Offering	Beginner	TBD	

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### Special Education Sessions (Sponsored by Public Consulting Group)

Session Title	Description
Be Curious, Stay Organized: Winning Strategies for Caseload Management in IEP Online 3.0	In this session, we'll explore the new and improved caseload tools in IEP Online 3.0 that help educators stay organized, save time, and ensure no student slips through the cracks. Learn how to customize views, monitor workloads, and collaborate efficiently across teams.
Curiosity Unlocks Insights: Reporting Smarter in IEP Online 3.0	This session invites you to explore the story your data can tell. We'll take a closer look at IEP Online 3.0's enhanced reporting tools—built to provide deeper insights, greater visibility, and easier access to the information that matters most. Bring your curiosity and discover how asking the right questions can lead to smarter decisions and stronger outcomes for your district.
Curious About IEP Online 3.0? Everything You've Wanted to Know (and More)	Curiosity drives innovation—and IEP Online 3.0 delivers plenty to explore. Join us as we take a closer look at the enhanced features, smarter tools, and improved workflows designed to be more intuitive and efficient. We'll highlight new features and compliance functionality and share insights that empower you to get the most out of your IEP Online 3.0 experience. Bring your curiosity and get ready to explore what's possible with IEP Online 3.0.
Curious About What's Next? Add Ons that Empower Family Engagement	Curiosity drives connection—and the newest generation of IEP Online 3.0 makes it easier than ever to bring educators and families together. In this session, we'll explore how integrated add-ons like Translation, Connect (Parent Portal), and Progress Track extend the power of IEP Online 3.0 to foster meaningful family engagement, enhance communication, and ensure everyone stays informed and involved. See how these tools work seamlessly within IEP Online 3.0 to simplify workflows, improve transparency, and create a shared understanding of each student's journey. Be curious and discover how integration transforms collaboration into stronger partnerships between schools and families.
Curious Minds Welcome: In Person Office Hour for IEP Online 3.0	This open-format Office Hour is your chance to do just that—ask questions, explore challenges, and dig deeper into IEP Online with our team of experts. Whether you're troubleshooting an issue or simply wondering about a new feature, we'll work alongside you to talk through solutions and share insights. Curiosity leads to understanding and understanding leads to confidence—let's grow both together.

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From Curiosity to Clarity: Understanding Medicaid & EasyTrac	Curiosity is the key to understanding how school-based Medicaid can truly support your students. In this session, we'll break down the essentials—from eligibility and documentation to strategies for maximizing reimbursements through EasyTrac. Together, we'll explore best practices, tackle common challenges, and uncover how curiosity and collaboration can help districts make the most of Medicaid resources to better serve students.
Special Education Enrollment Connections	TBD
Special Education Write-Back	TBD

### Professional Development Sessions

Session Title	Description
Through Fresh Eyes: Media Literacy, AI, and Digital Defense in Schools	In today's digital world, things aren't always what they seem. From deepfakes to phishing emails, it can feel like the internet's trying to pull a fast one—but with the right tools and a little curiosity, you can spot the fakes, use AI for good, and keep your school's digital space safe. In this session, we'll break down how to recognize manipulated media, explore the bright side of AI for productivity in K-12, and share practical cybersecurity tips you can put to work right away. Designed for all experience levels, you'll leave with confidence, clarity, and a few "locker room plays" to bring back to your team.
Copilot + Excel: A Friendship in the Making	Discover how Microsoft 365 Copilot and Excel work together to transform your workflow. This session explores practical ways AI can streamline data analysis, reporting, and everyday tasks—helping you save time and make smarter decisions. Perfect for professionals ready to embrace the future of productivity.
Excel Essentials: From Beginner to Intermediate	New to Excel or ready to level up? This session provides a solid foundation for educational professionals who want to move beyond the basics. Learn essential formulas, formatting tricks, and data organization strategies that make spreadsheets work for you.
Chrome Superfan: Unlocking Hidden Power Plays with AI	Chrome isn't just a browser—it's your secret playbook. In this session, you'll uncover hidden shortcuts, extensions, and hacks that can supercharge your productivity, plus get a hands-on look at Google's AI tools—Gemini and NotebookLM—that are built right into the Chrome ecosystem. From organizing research to generating ideas, these AI teammates can help you work faster and smarter. Think of it as finding your new favorite underdog player—the one you didn't know you needed until now.

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The Hidden Front Line: Business Operations as Cybersecurity Defense	<p>Cybertheft in K–12 education is no longer limited to phishing emails and firewall breaches—it’s increasingly targeting the business backbone of school operations. From vendor payments to student data systems, attackers exploit weak or outdated processes to gain access and siphon funds or sensitive information. This session explores how districts can embed cybersecurity into everyday business workflows—procurement, HR, finance, and IT—to create a resilient operational environment. Learn how to identify process-based vulnerabilities, implement scalable controls, and align your teams around proactive defense strategies that go beyond technical fixes.</p>
Building Effective Project Teams with the Prosci PCT Model	<p>What makes a project team truly effective—and how can organizations (districts) consistently replicate that success? This session explores the essential characteristics of effective project teams and connects them to the Prosci Change Triangle (PCT) Model, a research-based framework for achieving successful change.</p> <p>Grounded in Prosci’s global benchmarking studies, we’ll examine how clear goals, strong leadership, psychological safety, and cross-functional collaboration contribute to team effectiveness. We’ll then map these traits to the four critical elements of the PCT Model: Success, Leadership/Sponsorship, Project Management, and Change Management—each a vital leg supporting project health and outcomes.</p> <p>Participants will leave with practical insights into how the PCT Model can be used to assess team dynamics, identify risks, and strengthen the technical and people sides of change. No matter what your role within a project team this session will equip you with tools to build resilient teams that deliver results.</p>

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Change Is Hard. Stay Curious with the ADKAR Model for Individual Change	<p>Change doesn't just happen to us—it happens through us. Whether you're leading others through transformation or preparing yourself to face what's next, success starts with curiosity and self-awareness. In this interactive session, we'll explore how Prosci's ADKAR® Model empowers individuals to navigate the cognitive and emotional journey of change with confidence and purpose.</p> <p>Through guided reflection, discussions, and practical tools, participants will learn to see change not as resistance to overcome, but as an opportunity to grow and adapt—both personally and professionally.</p> <p>You'll walk away with a deeper understanding of how to apply the ADKAR framework to your own mindset and to the teams you support, building momentum that sustains meaningful, people-centered change.</p>
From Pushback to Possibility: Reframing Resistance Across the Project Field	<p>Resistance to change isn't a problem to eliminate—it's a signal to understand. In this session, we'll explore the emotional and psychological roots of resistance, why it's a natural human response, and how leaders can address it with both empathy and strategy.</p> <p>Using Prosci's research-based ADKAR® Model—Awareness, Desire, Knowledge, Ability, and Reinforcement—we'll examine how each stage of individual change offers an opportunity to reduce resistance and build commitment.</p> <p>You'll learn how to:</p> <ul style="list-style-type: none"><li>Recognize resistance as a reflection of emotional impact, not defiance</li><li>Conduct change impact assessments to uncover hidden barriers</li><li>Apply targeted strategies to support individuals through their change journey</li></ul> <p>Whether you're leading a district-wide initiative or managing a team through transformation, this session will equip you to turn resistance into resilience.</p>