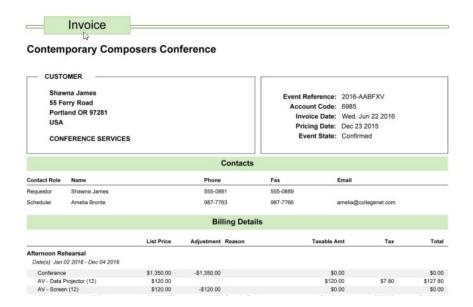
# Remote 25Live Pricing Training



#### Goal

To teach the skills necessary to implement Pricing and Invoicing in 25Live.

## Description

A CollegeNET consultant works directly to train users to understand pricing in 25Live, including how to set it up, test it and use it in their day-to-day scheduling. Training topics include:

- Define rate groups
- Attach rate groups to organization types
- Create tax schedules
- Create rate schedules for event types, resources, requirements and spaces/locations
- · Build basic formulas
- · Review and revise event pricing
- · Generate event pricing summary and event invoice for single and related events

Campus may need to further refine and/or set-up pricing after this training, depending on the complexity of their pricing.

#### Intended Audience

This training is designed for functional administrators and event schedulers responsible for setting up, testing, and using event pricing.

### Schedule

CollegeNET consultant will provide the consulting in three (3) remote sessions of approximately 2 hours each. There may be some additional contact outside of the consulting sessions via email or conference call.

## **Prerequisites**

- Customers should have knowledge of their event pricing structures.
- An operational 25Live environment containing customer data.
- CollegeNET recommends the use of videoconferencing for all remote sessions.

Please contact your CollegeNET Account manager for pricing and scheduling details. (Series25 Account Management)