

Time	Ryman 1	Ryman 2	Ryman 3	Armstrong I&2	Donelson	Robertson
Tuesday, September 19						
5:00 pm - 7:00 pm	Early Registration & Welcome Reception - (Registration/Office - Mezzanine)					
Wednesday, September 20						
8:00 am - 9:00 am	Breakfast (Mezzanine Lobby)					
8:00 am - 9:00 am	Registration (Registration/Office - Mezzanine)					
9:00 am - 9:30 am	General Session & Conference Welcome (Boone/Crockett Ballroom)					
9:30 am - 10:30 am	Speaker - Mark Robinson - (Boone/Crockett Ballroom)					
10:30 am - 11:00 am	Solutions Center & Break (Mezzanine Lobby)					
Session 1 11:00 am - 12:00 pm	There's An App For That	E-Verify Department of Homeland Security	Retirement Plans Morgan Stanley Smith Barney	Windows Benefit Rate Tables	iSeries v7 Power Users	Shopping for a New Carrier TBX
12:00 pm - 1:15 pm	Solutions Center & Lunch - (Boone/Crockett Restaurant/Mezzanine Lobby)					
Session 2 1:15 pm - 2:15 pm	Clock Data Manager	Fraudulent Documents Immigration & Customs Enforcement	iSeries v7 New User Human Resources	Don't Let Local Taxes Scramble Your Head	From Buddy to Boss Martin Plumlee, Attorney	Open Enrollment Best Practices TBX
Session 3 2:20 pm - 3:20 pm	iSeries Query for Dummies	Timeclock Offerings Rico Caruthers	Social Security Administration	Windows Tips, Tricks & Common Mistakes	Windows New User/Refresher	iSeries v7 Payroll Tips/Tricks
3:20 pm - 3:40 pm	Break (Mezzanine Lobby)					
Session 4 3:45 pm - 4:45 pm	iSeries Query for Smarter Dummies	Paying Employees Electronically Rapid! Paycard	iSeries v7 New User Time Attendance	Windows ACA Processing	Windows PTO/FMLA	Staffing, Employee Development, Core Competencies Deltex
6:30 pm - 10:00 pm	Dinner and Party (Boone/Crockett/Volunteer Ballroom)					
Thursday, September 21						
6:30 am - 7:30 am	Social Pay Walk					
8:00 am - 9:00 am	Breakfast (Mezzanine Lobby)					
9:00 am - 10:15 am	Speaker Angelita Fisher, Angelita Fisher Law					
10:15 am - 10:30 am	Break					
Session 5 10:30 am - 11:30 am	Windows System Dates	iSeries OSI Alerts Overview	iSeries ACA Processing	Windows Excel	How iSeries v7 ESS Can Work for You	Office of Child Support Enforcement
11:30 am - 12:45 pm	Lunch (Boone/Crockett Ballroom)					
Session 6 12:45 pm - 1:45 pm	Windows ESS	iSeries What's New in TA	Immigration Compliance Bruce Buchanan, Attorney	What's New in Windows	Hiring/Firing Techniques Eric Gibbons	OptiCloud Year End Part 1
Session 7 1:50 pm - 2:50 pm	Windows Applicant Tracking	iSeries v7 Year End Part 1	Ferris Wheel of PTO	Windows Year End Part 1	iSeries V7 Time & Attendance Reporting	OptiCloud Year End Part 2
2:50 pm - 3:10 pm	Break (Mezzanine Lobby)					
Session 8 3:10 pm - 4:10 pm	Windows HR Enhancing Functionality	iSeries v7 Year End Part 2	iSeries v7 TA Tips/Tricks	Windows Year End Part 2	Windows TA Part 1	PR Basics 101
Session 9 4:20 pm - 5:20 pm	Myths, Misconceptions and Untruths About Payroll	Multistate Taxation Bryan Ray, LBMC	iSeries v7 Exporting Reports	Windows Garnishments	Windows TA Part 2	iSeries v7 New User Payroll
Open Evening						
Friday, September 22						
8:00 am - 9:00 am	Breakfast & Closing Session - Team Problem Solving - (Boone/Crockett Ballroom)					
Session 10 9:15 am - 11:00 am	Donelson Industry Forums Goods - iSeries	Armstrong 1 Industry Forums Goods - Windows	Armstrong 2 Industry Forums Services - Windows	Robertson Industry Forums Services - iSeries		

iSeries Sessions	
v7 ACA	<p>Tremendous, Strange and Curious - is it a two headed cat, or the Affordable Care Act? We can answer your questions!</p> <p>Presented by Stacie Carney, CPP</p>
v7 Employee Self Service and Open Enrollment	<p>Free up your HR department by allowing your employees to manage and maintain their own personal information with ESS, and learn how Open Enrollment will make Benefits Administration a well-oiled machine.</p> <p>Presented by Mike Hayes</p>
v7 New User PR	<p>Come One, Come All, To Payroll Processing & Setup!</p> <p>Presented by Jean Pierce</p>
v7 New User HR	<p>For A Dog Gone Good Time Join Us For Some Human Resource Fun!</p> <p>Presented by Jean Pierce</p>
v7 New User TA	<p>Saddle Up For Fun And Ride On Over To The Time & Attendance Processes Arena!</p> <p>Presented by Jean Pierce</p>
Like the Ferris Wheel, v7 Paid Time Off and FMLA Go Around & Around	<p>In this session we will cover stepping up to the Tables to setup the rules and regulations surrounding Paid Time Off (PTO) and FMLA processing. Each employee will be buckled into the system with the plan that applies. We will cover when and how to process the time earned, taken and carryover and how that applies to the employee's plan. Employees are setup with an accrual date, so like the Ferris Wheel, the process will continue around and around. You don't want to miss this ride.</p> <p>Presented by Sherry Dwyer, CPP</p>
OSI Alerts Overview	<p>Come one, come all to see the features that OSI Alerts has to offer, how it can keep you informed on changing data, upcoming events and requirements. This application can make your job easier with very little setup.</p> <p>Presented by Bob Randle</p>

v7 What's New in Time & Attendance	<p>Like the 4H exhibits, you will be amazed by all of the new features in version 7.25a. Thanks to prior User Conference attendees, we have added a large number of requests and features that will make the application easier to use.</p> <p>Presented by Bob Randle</p>
v7 Year End (double session)	<p>Be Dazzled and Delighted as we review Year End Processes.</p> <p>Presented by Stacie Carney, CPP</p>
Export Reports to Excel - The v7 House of Mirrors	<p>Bet you wonder why exporting to Excel is like the house of mirrors. The reason is that just when you think you know everything about running reports in iSeries v7, you take a turn and here comes something new you were not aware of. Attend this session so you will never be lost in the maze again and produce those reports you or your supervisor need with little to no fuss.</p> <p>Presented by Sherry Dwyer, CPP</p>
v7 Payroll Tips & Tricks	<p>What's better than fried food on a stick? Payroll tips and tricks to make your payroll life easier! Shortcuts for all! Everyone's a winner!</p> <p>Presented by Susan Warren, CPP</p>
v7 Power User	<p>Plunge from the high wire trapeze into the deepest depths of v7 payroll in this open mic session where user questions are answered by developers.</p> <p>Presented by Mike Hayes</p>
v7 TA Reports	<p>Nerves of Steel Not Required - Relax your way through Time & Attendance Reports!</p> <p>Presented by Ken Hargett</p>
v7 TA Tips & Tricks	<p>Witness the Wild Whirlwind of Wonders as programmers take you through Time & Attendance Tips and Tricks!</p> <p>Presented by Ken Hargett</p>
Query for Dummies	<p>No luck is needed to use the IBM Query product. When you're done with this session you'll be able to create simple reports from any data base on your iSeries.</p> <p>Presented by Bob Randle</p>

<p>Query for Smarter Dummies</p>	<p>Moving up from the Kiddie Rides, this session is for those who have some understanding of the IBM Query product and want to do more - climb aboard and see what else the product can do for you!</p> <p>Presented by Bob Randle</p>
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<p>Windows Sessions</p>	
<p>Windows Year End (double session)</p>	<p>So do you feel like you're on an endless Tilt-A-Whirl ride at the County Fair, and not enjoying that corn dog and apple pie you just ate? Our payroll year just flies by and before we know it, it's December and time for W-2s. Year End processing in the Payroll world comes at such an inconvenient time, doesn't it? Year-end audit activities, the holidays, not to mention that kids are out of school. Wanting to spend time with the family makes completing the year-end tasks seem all the more impossible! What if we try to convince you that spending a little time each pay period in year-end preparation will make it all so much easier? We offer good news in that Optimum has put together a step by step guide for getting through Year End without feeling like you are in a rodeo being chased down the midway! Come to our double session where we will step through each process from reviewing your setup to reconciling and verifying your wage history, and preparing the W-2s. Whether you are new to Optimum HRIS in 2017, or a seasoned "Optimum-professional", come join us at the fair!</p> <p>Presented by Deena Russell</p>
<p>Windows Benefit Rate Tables</p>	<p>Red, White and Blue our fair is for you! What does a six legged dog have in common with Benefits and Rate tables you ask? The only way to know is to be a Blue Ribbon Winner after learning all about Optimum's Benefits and Rate Tables.</p> <p>Presented by Delayna Little</p>
<p>OptiCloud Year End (double session)</p>	<p>Learn how to win a blue ribbon on your year-end processing in this demonstration for the browser based application. The same content will be covered as the Windows Year end class.</p> <p>Presented by Steve Gittins</p>

Windows ACA Processing	<p>Do you feel like you're on the Tilt-A-Whirl when it comes to the Affordable Care Act? Come to this class to relieve some dizziness. Learn how to effectively track ACA information in the Optimum Windows Platform and familiarize yourself with the filing process.</p> <p>Presented by Lindsay Coppinger</p>
Windows Tips, Tricks and Common Mistakes	<p>Learn some quick shortcuts as well as the most common mistakes made in Windows.</p> <p>Presented by Whitney Reynolds</p>
Excel	<p>Come to this Excel class to get Blue Ribbon instructions on creating Excel queries.</p> <p>Presented by Dawn Spann</p>
Windows New User Refresher	<p>If you are new to Optimum, this session will help you become familiar with the software. We'll cover grids, filters, FLSA status, automatic time cards, etc. Come on and join us!</p> <p>Presented by Angie Bond, CPP</p>
Windows PTO & FMLA	<p>The gypsy fortune teller sees some time off in your future! Come to this session to get all the details!!</p> <p>Presented by Jackie Diles</p>
Windows Child Support & Garnishments	<p>Try your luck at the Garnishment Ring Toss! Land the ring on the proper Garnishment Process and be a winner. Miss and it could cost you big time.</p> <p>Presented by Travis Waites</p>
What's New in Windows	<p>Come one, come all to see the latest and greatest added to the system in the last year.</p> <p>Presented by Dawn Spann</p>
Windows Time & Attendance Part 1	<p>A comprehensive look at Windows TA. Includes a review of reports and how the data is populated throughout TA.</p> <p>Presented by Whitney Reynolds</p>
Windows Time & Attendance Part 2	<p>A comprehensive look at Windows TA. Includes a review of reports and how the data is populated throughout TA.</p> <p>Presented by Whitney Reynolds</p>

Windows Employee Self Service	<p>Optimum’s Employee Self Service module ensures that employees have accurate and up-to-date information at their fingertips via the web portal. Whether it’s paycheck/direct deposit paystub history, employee personal and tax status info, leave time balances and leave requests/approvals, you select the scope of information they can add/change or simply view. The latest addition of Employee Onboarding automates the new hire process and is a blue ribbon winner for HR personnel and new employees.</p> <p>Presented by Lisa Cavanaugh</p>
Windows Applicant Tracking	<p>Learn how to use the Applicant Tracking system to attract, find and hire the best talent out there. Whether you’re looking for management, admin, IT or hourly employees, maximize your efforts in bringing those people to YOUR company. The Position Control features can assist your HR staff in determining which mission critical positions need to be filled, how many openings exist and where the jobs are located.</p> <p>Presented by Lisa Cavanaugh</p>
Windows HR Enhancing Functionality	<p>Step right up to see HR Enhancing Functionality! Learn how to track Certifications, Required Training, and Events.</p> <p>Presented by Dawn Cassidy</p>
Windows System Dates	<p>Need a DATE for the fair? This Windows session has got you covered with the answer to every date question you have! From Effective Dates to Stop Dates and everything in between, come learn how dates control your timecards, your benefits and accruals.</p> <p>Presented by Travis Waites</p>

Timeclock Sessions	
Timeclock Offerings	<p>STEP RIGHT UP and take a peek at what Optimum offers for a time clock solution!</p> <p>Presented by Rico Caruthers</p>
Clock Data Manager	<p>YOU MUST BE THIS TALL to ride the Clock Data Manager Train. Come check out CDM and how to navigate it.</p> <p>Presented by Brandon Lucius</p>

Nonplatform Sessions	
Payroll Basics 101	<p>Don't worry - there'll be s'mores! S'more educational webinars, that is! This session will review some Payroll Basics that our popular educational webinars have covered.</p> <p>Presented by Susan Warren, CPP</p>
There's An App For That!	<p>Let us introduce you to mobile apps that can make your payroll life easier! Track expenses, keep notes, calculate time – you'll be amazed at what you can do!</p> <p>Presented by Sherry Dwyer, CPP and Susan Warren, CPP</p>
Don't Let Local Taxes Scramble Your Head	<p>This session will discuss the intricacies of determining when to withhold local taxes and which locality to use. What is Nexus? What is Resident and NonResident? What to do when an employee moves around? Much like the Scrambler at the fair, this can get most confusing. Learn tips to help with this process. Some locality specific examples will be provided.</p> <p>Presented by Sherry Dwyer, CPP</p>
Myths, Misconceptions and Untruths About Payroll	<p>Payroll - The Sensation of the Century! Learn how to build trust in the Payroll Department through communication.</p> <p>Presented by Susan Warren, CPP</p>

Guest Speakers/Nonplatform Sessions	
Changes in PayCard Administration	<p>Get the latest updates on PayCard legislative changes from the people on the front lines.</p> <p>Presented by John Laudani and Matt Merriam</p>
Social Security 101: Everything You Wanted To Know	<p>This presentation gives a snapshot of the most important features of Social Security's Retirement, Disability, and Survivors' benefits, and some basic information on Medicare. It will also provide details on Social Security's online tools, such as the Retirement Estimator and my Social Security.</p> <p>Social Security representatives will also be on hand to assist attendees with signups for my Social Security accounts.</p> <p>Presented by Robin Fountain, SSA</p>
Office of Child Support Enforcement	<p>Are you tired of all the paper coming your way from the child support agencies? The Federal Office of Child Support Enforcement has online and electronic resources that make life easier for you!</p> <p>Presented by Robyn Large, OCSE</p>
Retirement Plan Update	<p>What's New In Retirement Plans – Identifying the barriers that keep your Retirement Plan from working for you, the Plan Sponsor and your Participants.</p> <p>Presented by Randy Campbell, Morgan Stanley Smith Barney</p>
Withholding & Unemployment Tax Requirements for a Multi-State Employee	<p>Which state should you withhold for when an employee works in more than one state? What happens if there is reciprocity? Find out the answers and much more.</p> <p>Presented by Bryan Ray, LBMC</p>
Staffing, Employee Development and Core Competencies	<p>More and more organizations are finding the need to tap recruiters' skills for both external recruitment and internal redeployment of roles. Recruiters are finding talent that is often overlooked or neglected by traditional development methods. Deltek's talent management expert will offer insights on finding and retaining the right talent, closely monitoring performance for the successful execution of each</p>

	<p>phase, and integrating talent resources into every aspect of business planning.</p> <p>Presented by Deltek</p>
Shopping for a New Insurance Carrier	<p>Tips and Tricks for shopping for a new provider</p> <p>Presented by TBX</p>
Open Enrollment Best Practices	<p>Learn best practices for Open Enrollment from a benefits pro!</p> <p>Presented by TBX</p>
IMAGE Program	<p>Undocumented workers secure jobs through fraudulent means such as presenting false documents, completing fraudulent benefit applications and stealing someone's identity. To combat unlawful employment and reduce vulnerabilities that help illegal aliens gain such employment, ICE's IMAGE program assists employers in targeted sectors to develop a more secure and stable workforce. It also enhances fraudulent document awareness through education and training.</p> <p>Presented by Steve Cole, Immigration and Customs Enforcement, Department of Homeland Security</p>
Recent and Proposed Changes in Employer Immigration Compliance	<p>Join our guest labor attorney for a discussion of the new I-9 form, which became mandatory for employers on January 22, 2017. Additionally, he will discuss possible changes in employer immigration compliance enforcement – more E-Verify, ICE audits and ICE raids.</p> <p>Presented by Bruce Buchanan, Sebelist Buchanan Law PLLC</p>
Tips & Tricks - Proper Hiring Techniques	<p>Get information and tips on conducting an interview, making better hiring decisions, structuring your application, interviewing and hiring processes.</p> <p>Presented by Eric Gibbons, SPHR</p>
First Time Managers	<p>Becoming a first-time Manager is a challenging transition; it requires new training, advanced skills and most importantly – new perspectives and maturity. In this session you will learn more leadership core values, success behaviors and how to properly transition from a peer to a</p>

	<p>manager. Next you will learn specifics about how to succeed during this critical first year: initial 30 days (Listening, Learning, Leading by Example), the first 3 months (Communicating, Caring and Collaborating) and throughout the first 52 weeks (Everyday, Expectations, Evaluate, Education, Excite). Additionally, you will be provided with a roadmap to success and leadership resources. This will be an interactive and fun-filled session. Come prepared with questions, scenarios and energy!</p> <p>Presented by Martin Plumlee, MBA, CPC</p>
<p>Answering Your Questions About Employment Verification, Form I-9 and E-Verify</p>	<p>Hosted by subject matter expert Neil Wyatt from the Department of Homeland Security, this session explores proper completion of Form I-9. This form is required for each new hire and can carry civil or criminal penalties if completed improperly. The next step in the employment verification process can be the voluntary E-Verify program. Operated by the Department of Homeland Security, E-Verify is an electronic extension of the Form I-9. Find out how E-Verify can benefit you and help to keep you in compliance with employment verification!</p> <p>Presented by Neil Wyatt, USCIS</p>