



**Stewart's Melville College – Thursday 15<sup>th</sup> November**

- 09.45 Registration and Refreshments available
  - 10.15 Introduction and Welcome from the host School (Khalid Hussain) and WCBS
  - 10.30 PASS Administration Module plus Pupil Database including Admissions
  - 11.00 PASS Academic Module including Timetables, External Exams (SQA update) and Attendance
  - 11.30 Break
  - 11.40 PASS School Reports (for Parents) Module
  - 11.55 PASS School Activities Module – Managing extra curricular activities
  - 12.10 PASS.web – The power of PASS with the latest Web browser technology, providing portals.
  - 12.30 Questions, Summary and Close
  - 12.45 Lunch (and individual discussions if appropriate)
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Please complete and return this booking form by fax to 01458 835 297. Alternatively you can confirm your place by contacting Tony Cove or Tracy Jardine by telephone on 01458 833 344 or email [sales@wcbs.co.uk](mailto:sales@wcbs.co.uk)

**I / We would like to attend the Scottish Administration and Academic Seminar at**

**Stewart's Melville College on 15<sup>th</sup> November 2007**

Delegate Name \_\_\_\_\_ Position \_\_\_\_\_

Delegate Name \_\_\_\_\_ Position \_\_\_\_\_

School \_\_\_\_\_ Email \_\_\_\_\_

Thank you for your booking.  
Confirmation and directions to the venue will be sent by email shortly.