

# Store ELearning Modules

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## Site Manager Essentials

1. Store Essentials Getting Started
  - a. Lesson 1 = Navigation
  - b. Lesson 2 = Item Finder
  - c. Lesson 3 = New Rental
2. Store Essentials Account Management
  - a. Lesson 1 = Account Manager
  - b. Lesson 2 = Transfer Rental
  - c. Lesson 3 = End Rental
  - d. Lesson 4 = Retail
  - e. Lesson 5 = Task List
3. Store Essentials Payments
  - a. Lesson 1 = Payments
  - b. Lesson 2 = Assess/Waive Fee
  - c. Lesson 3 = Apply Discounts/Credits
  - d. Lesson 4 = Non Sufficient Funds
  - e. Lesson 5 = Reverse Payment
4. Store Essentials Site Management
  - a. Lesson 1 = Site Manager
  - b. Lesson 2 = Cash Manager
  - c. Lesson 3 = Auction Manager

## Administration

### General Administration (all versions)

- Store Administration Rules
  - Organization Rules
  - Site Rules
- Store Administration Delinquency Setup
  - Delinquency Setup
  - Delinquency Schedule
  - Delinquency Process
  - Delinquency Reporting
  - Auction Manager Review

### Store Advantage Administration

1. Advantage Organization Administration Part 1
  - a. Lesson 1 = Organization Information
  - b. Lesson 2 = Tax Setup
  - c. Lesson 3 = Organization Fees
  - d. Lesson 4 = Organization Deposits

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- e. Lesson 5 = Insurance Setup
- 2. Advantage Organization Administration Part 2
  - a. Lesson 1 = Revenue Classes
  - b. Lesson 2 = Retail Setup
  - c. Lesson 3 = Document Designer
  - d. Lesson 4 = Lease Groups
- 3. Advantage Site Administration
  - a. Lesson 1 = Site Setup
  - b. Lesson 2 = Site Fees and Services
  - c. Lesson 3 = Site Insurance
  - d. Lesson 4 = Site Revenue Classes
  - e. Lesson 5 = Site Retail
  - f. Lesson 6 = Rental Items Setup
- 4. Advantage User Administration
  - a. User Setup
- 5. Advantage Operations Management
  - a. Lesson 1 = Refund Approval
  - b. Lesson 2 = Audit Log
- 6. Advantage Promotions Credits and Discounts
  - a. Lesson 1 = PCD Setup
  - b. Lesson 2 = Definitions

## Store Enterprise Administration

- 1. Enterprise Organization Administration Part 1
  - a. Lesson 1 = Organization Information
  - b. Lesson 2 = Tax Setup
  - c. Lesson 3 = Organization Fees
  - d. Lesson 4 = Organization Deposits
  - e. Lesson 5 = Insurance Setup
- 2. Enterprise Organization Administration Part 2
  - a. Lesson 1 = Revenue Classes
  - b. Lesson 2 = Retail Setup
  - c. Lesson 3 = Document Designer
  - d. Lesson 4 = Lease Groups
  - e. Lesson 5 = Lookups
- 3. Enterprise Site Administration
  - a. Lesson 1 = Site Setup
  - b. Lesson 2 = Site Fees and Services
  - c. Lesson 3 = Site Insurance
  - d. Lesson 4 = Site Revenue Classes
  - e. Lesson 5 = Site Retail

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- f. Lesson 6 = Rental Items Setup
- 4. Enterprise User Administration
  - a. Lesson 1 = User Setup
  - b. Lesson 2 = Roles
  - c. Lesson 3 = Groups
- 5. Enterprise Operations Management
  - a. Lesson 1 = Refund Approval
  - b. Lesson 2 = Audit Log
  - c. Lesson 3 = Account Adjustments
  - d. Lesson 4 = Process NSF
- 6. Enterprise Promotions Credits and Discounts
  - a. Lesson 1 = PCD Setup
  - b. Lesson 2 = Definitions
  - c. Lesson 3 = Governors
  - d. Lesson 4 = Restrictions
  - e. Lesson 5 = Campaigns