

# Avionté Roadshow Agenda California



8:30 am - 9:00 am	Registration & Breakfast
9:00 am - 9:15 am	Welcome & Overview
9:15 am—9:30 am	Accessing Avionté's Knowledge Base
9:30 am—10:30 am	Get to Know Advanced Search <ul style="list-style-type: none"> <li>• Determining Search Items/Criteria</li> <li>• Searching Multiple Items; OR vs. AND</li> <li>• When &amp; how to use the Grouping Option</li> </ul>
10:30 am - 10:45 am	Break & Work Check-In
10:45 am - 12:00 pm	Time Management <ul style="list-style-type: none"> <li>• Setting up Avionté to help YOUR workflow</li> <li>• Improve Productivity with Tasks &amp; Appointments</li> <li>• Using Outlook Connector</li> </ul>
12:00 pm - 12:30 pm	Q&A Lunch
12:30 pm - 1:00 pm	Introducing Aero <ul style="list-style-type: none"> <li>• Preview of Avionté's New Platform</li> </ul>
1:00 pm - 2:00 pm	Sales & Marketing <ul style="list-style-type: none"> <li>• Tracking Prospects &amp; Leads</li> <li>• Sales Forecasting</li> <li>• Follow Up &amp; Reporting</li> </ul>
2:00 pm - 2:15 pm	Break
2:15 pm - 3:00 pm	Reports <ul style="list-style-type: none"> <li>• Understanding the Standard Reports &amp; how to use what you already have!</li> <li>• Introducing NEW Comprehensive AQs &amp; Scorecards</li> </ul>
3:00 pm - 3:30 pm	Maximizing your Portals <ul style="list-style-type: none"> <li>• Applicant, Onboarding &amp; Customer Portal Tips</li> </ul>
3:30 pm - 4:00 pm	Avionté Update & Closing