

This Order Form is in 4 parts:

1. An outline of the programs available, their prices, and the Support we provide.
2. The Order Form to order the software (or additional training vouchers).
3. The range of additional training / inset / CPD that can be provided, and details of the discounted Vouchers that you can purchase.
4. Payment options.

The software we supply includes:

<b>TimeTabler</b> for Windows, including Gold-Start *	£995 + VAT
<b>TimeTabler</b> Upgrade from competitors (email us for details)	(-£100 + VAT)
<b>Options/Electives</b> for Windows, including Gold-Start †	£595 + VAT
<b>StaffCover</b> for Windows †	£395 + VAT
Free Tutorial version of each program	free

VAT is a tax payable only if you are in the UK or a European (EU) country.

Note : to renew the annual licence do not use this form, see the Upgrade Order Form.

Program prices include a fully-illustrated paper Manual, with a Tutorial, a QuickStart Guide, (and for **TimeTabler**, detailed Worked Examples for 22 common curricular patterns).

All the programs include detailed context-sensitive HelpScreens and interactive Help-pictures. Help-Movies (video tutorials) for **TimeTabler** are provided in the extensive Library.

## Support Centre

The prices **include** Help & Support in 12 different ways. For details please visit : <http://www.timetabler.com/help>

HelpLine Support is provided to cover all aspects of using **TimeTabler** and **Options** and **StaffCover**, with individual advice on the use of the programs to solve your particular problems, to help you to translate your Curriculum Diagram into a quality timetable.

HelpLine Support is via our on-line SupportCentre, by experienced timetablers.

\* **Gold-Start** is an Enhanced Support package included with every new purchase of **TimeTabler**, giving you personal guidance for the first two stages shown on the **TimeTabler** opening screen.

Full details of the Gold-Start Support are provided with every new purchase (see also page 3).

In addition, vouchers can be purchased for extra Support at any of the Levels 2, 3, 4, shown on page 3.

† **Gold-Start** Support is also included with every new purchase of **Options** and **StaffCover**, see page 3.

The price for **Options** also includes one year's free Hosting of the TOOLS on-line system.

For more details visit : [www.studentoptions.co](http://www.studentoptions.co) ►► Find out more ►► Order

## Annual Licence fee, with Help & Support, and including Upgrades

Prices **include** the first annual licence fee which covers installation in your school & home, and regular Upgrades.

Thereafter, as with other admin software the licence fee is typically 30% of the price above, due as follows:

**TimeTabler** : February. **Options** : December. **StaffCover** : September.

However, if you are purchasing within the 5 months preceding that month, then the first renewal is Free.

The Licence is for a single school; if you have a linked Junior School with a separate timetable or timetabler then please enquire for a big discount.

In addition you can purchase:

<b>'The Timetabler's CookBook'</b> , 2nd Edition For more details please visit : <a href="http://www.timetabler.com/book">http://www.timetabler.com/book</a>	£29.95 (no VAT) (£39.95 for delivery overseas)
Vouchers for additional Support & Courses	Various values, see page 3

**TO ORDER**

1. Print out this sheet and either: Fax it to: **0161-776-4391 (+44-161-776-4391)**, or post it to: **October ReSolutions Ltd, Carrington Business Park, Carrington, Manchester, M31 4DD, UK** or Scan it and email it to: **sales@timetabler.com**
2. Arrange for payment, using one of the 3 options shown on page 4.

(✓) Please send me:	Price (not inc VAT)	✓ Tick to order
<b>TimeTabler</b> for Windows, including Gold-Start Support	£995	
Upgrade from competitors (email us for details)	(- £100)	
<b>Options/ Electives</b> for Windows, including Gold-Start	£595	
<b>StaffCover</b> for Windows	£395	
Free Tutorial version of each program	free	

Additional optional items (see page 3):

Number required:

Voucher <b>A</b>	£450	
Voucher <b>B</b>	£180	
Voucher <b>C</b>	£360	
Voucher <b>D</b>	£540	
In UK or EU add VAT at 20% :		
<b>'The Timetabler's CookBook'</b> , 2nd Edition	£29.95 (no VAT) (£39.95 for overseas delivery)	
<b>Total :</b>		

(VAT is a tax of 20% payable only if you are in a European (EU) country.)

**Name of your school/college**, exactly as you wish it to appear in the program and on printouts.  
(The two usual styles are: Laura Norder High School or LAURA NORDER HIGH SCHOOL)

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**To be completed by (or on behalf of) the actual User:**

Mr/Mrs/Miss/Ms Forename:	Surname:
Position:	
School Address:	
Postcode:	Signature:
Tel (school):	Fax (if any):
User's Name (if different) :	
User's e-mail address (at school): (please write clearly)	
User's e-mail address (at home):	
User's direct telephone line (if any):	
Admin MIS system used in school:	

**(✓) Payment method:**

<input type="checkbox"/>	Official order attached, No.
Please see the back page for details of payment options.	
<input type="checkbox"/>	Cheque for £ _____ enclosed, including any VAT, at 20%, and made payable to <b>October ReSolutions Ltd</b>
We can invoice you first if you prefer. Email : <a href="mailto:accounts@timetabler.com">accounts@timetabler.com</a>	

## Additional Support

The cost of the software as shown on the previous page includes a wide range of Help & Support, including:

- HelpScreens, • HelpMovies (video tutorials), • Free HelpLine, staffed by experienced timetablers,
- **Gold-Start** Support for new Users, as on page 1, more details at <http://www.timetabler.com/gold-start>

For the full range of this included support, see <http://www.timetabler.com/help>

It will also be useful to have a copy of '**The Timetabler's Cookbook**', see <http://www.timetabler.com/book>

In addition, because timetabling has become more complicated<sup>†</sup> in recent years you may wish to consider the **Extra Training & Support** outlined below.

[<sup>†</sup> recent complications include : the E-Bacc in England, CfE in Scotland, the IB 'Bacc', 'consistently-setted' blocks, 'vertical' registration groups, options in Year 9 as well as years 10 & 11, consortium days and other fixed points, options 'Pathways', 'primary' organisation in Year 7, PPA time, 'vertical' teaching groups, Progress 8, etc, etc.]

This additional Support is offered at 5 levels:

1.	Introductory courses on timetabling Principles, with a brief introduction to <b>TimeTabler</b> . For more details see: <a href="http://www.edman.co">www.edman.co</a> and <a href="http://www.mistservices.co.uk">www.mistservices.co.uk</a>	normally off-site
2.	Introduction to <b>TimeTabler</b> , with details of data entry and the 4 main steps. Similarly for <b>Options</b> . For more details see: <a href="http://www.mistservices.co.uk">www.mistservices.co.uk</a> and <a href="http://www.edman.co">www.edman.co</a>	off-site or in-school
3.	'Workshops', where you work on your timetable, with <b>TimeTabler</b> experts at hand to help you if necessary. For more details see: <a href="http://www.mistservices.co.uk">www.mistservices.co.uk</a> and <a href="http://www.mervynwakefield.co.uk">www.mervynwakefield.co.uk</a>	normally off-site
4.	'Bespoke' dedicated in-school help with your timetable. For more details see the list of Associates at: <a href="http://www.timetabler.com/inset-courses">www.timetabler.com/inset-courses</a>	in-school
5.	An expert <b>TimeTabler</b> Associate to do the timetable for you. For more details see the list of Associates at: <a href="http://www.timetabler.com/inset-courses">www.timetabler.com/inset-courses</a>	mixed

## Vouchers

We have negotiated a range of discounted Vouchers to make this Extra Support more affordable:

Voucher	Cost	Redeemable Value	Discount
<b>A</b>	£450 +vat	£675 +vat	<b>33%</b>
<b>B</b>	£180 +vat	£200 +vat	<b>10%</b>
<b>C</b>	£360 +vat	£400 +vat	
<b>D</b>	£540 +vat	£600 +vat	

3 days' Training (each normally £225 per day) from MIST Services. (ie. 3 days for the price of 2.)  
You can pick & mix from 'Principles of Timetabling with TimeTabler' (2 days), 'Introduction to TimeTabler' (1 day), 'Timetabling Workshops' (1 or 2 days), 'Options' (1 day).

Each of Vouchers B, C, D can be used against any of the Courses or the bespoke In-school Support provided by:

- EMS (Mervyn Wakefield), see details at [www.mervynwakefield.co.uk](http://www.mervynwakefield.co.uk) including the 'Timetabling with TimeTabler' course (3 days),
- Our other Associates (John Clark, Paul Murphy, Terry Howe, etc), see details at [www.timetabler.com/inset-courses](http://www.timetabler.com/inset-courses)

You can order one or more of these Vouchers on the previous page.

See also the web-page at: <http://www.timetabler.com/vouchers>

# Payment options

There are 3 ways in which you can pay for the **Programs**, or the **CookBook**, or **Vouchers**.

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1.

## By Cheque, drawn on a UK Bank.

In this case:

- Complete the Order Form details on page 2,
  - Attach a Purchase Order if your school uses this system,
  - If you need an invoice before the next step then email : **accounts@timetabler.com** saying what you wish to purchase, and asking for an invoice,
  - Enclose a cheque [payable on a UK Bank; remember to include VAT if you are in the EU],
  - Post these to:  
October ReSolutions Ltd, Carrington Business Park, Carrington, Manchester, **M31 4DD**, UK
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2.

## By electronic transfer from your Bank.


In this case :

- Complete the Order Form details on page 2 (we need those details),
  - Send the Order Form to us, using any of the methods at the top of page 2.
  - Also send us a Purchase Order if your school uses this system,
  - If you need an invoice before the next step then email : **accounts@timetabler.com** saying what you wish to purchase, and asking for an invoice,
  - Make payment by a Bank Transfer to :  
The CoOperative Bank  
PO Box 250  
Skelmersdale  
WN8 6WT  
UK  
  
Sort Code: 08-92-99  
Our Account number: 7062 2816 (October ReSolutions Limited)  
The "IBAN number" for our account is: GB64CPBK0892 9970 6228 16  
The Bank's 'Swift' Code: CPBK GB22  
[remember to include VAT if you are in the EU]
  - **Let us know** by email to: **accounts@timetabler.com** when the transfer has taken place, with the Bank reference code that was used, AND with your School Name AND with the invoice number.
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3.

## By Credit Card, using the PayPal site, as a 'Guest'.

In this case :

- Complete the Order Form details on page 2 (we need those details),
  - Send the Order Form to us, using any of the methods at the top of page 2.
  - Also send us a Purchase Order if your school uses this system,
  - If you need an invoice before the next step then email : **accounts@timetabler.com** saying what you wish to purchase, and asking for an invoice,
  - Go to: **www.timetabler.com/paypal**  and click on the 'Buy Now' button against the relevant item. Then use the 'Guest' section. Complete the details to make the payment. (Non-UK cards are sometimes not accepted.) [VAT is payable if you are in the EU]
  - **Let us know** by email to: **accounts@timetabler.com** when the payment has taken place, with the Paypal reference number, AND with your School Name AND with the invoice number.
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