

# Upgrade to StaffCover 2016

## Order Form

**StaffCover 2016** is now available, with a range of new features suggested by Users. To see details of the new features, please visit : [www.timetabler.com/new.html](http://www.timetabler.com/new.html) and then select **StaffCover 2016**.

Please note that all Upgrades to our software are 'seamless' upgrades.

This means that your previous data continues seamlessly but with all the new features now available.

### 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 3.

(✓) Please send me:	Price (not inc VAT)	✓ Tick to order
<b>StaffCover 2016 Upgrade</b> (as a web-download, today)	£108	
<i>StaffCover 2016 Upgrade</i> (on a CD, by post*)	£118*	

Additional optional items (see page 2):

Number required:

<b>Gold-Start Enhanced Support</b> for New Users	£ 70	
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% :		
A printed copy of the latest <b>StaffCover Handbook</b> *	+ £10* (no VAT)	
<b>'The Timetabler's CookBook'</b> , 2nd Edition *	+ £29.95* (no VAT)	
For overseas delivery of items marked *, add £12 :		
<b>Total :</b>		

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

### Ordered by (User):

Title : Mr/Mrs/Ms      Initials/First name:

Surname:

Position:

School/College:

Address:

Postcode:

Signature:

User's e-mail (at school):

User's e-mail (at home):

Admin MIS system used in school:

**Don't miss out** : to ensure that our monthly eNewsLetter on Timetabling and Options gets to your inbox, please ensure or ask your IT Manager to ensure that [newsletter@timetabler.com](mailto:newsletter@timetabler.com) is added to your email Address Book or Safe List.

( ) Tick if Official School Purchase Order Form, Number \_\_\_\_\_ attached, or

( ) Cheque for £ \_\_\_\_\_ \* enclosed, including VAT, made payable to **October ReSolutions Ltd**

( ) Tick if paying by credit card at [www.timetabler.com/paypal.html](http://www.timetabler.com/paypal.html) See page 3.

## Additional Support

As you probably know, the Upgrade includes a wide range of Help & Support, with:

- HelpScreens, • HelpMovies (video tutorials) • Free HelpLine, staffed by experienced timetablers
- For the full range of this included support, see <http://www.timetabler.com/help.html>

New Users can purchase enhanced **Gold-Start** Support. See <http://www.timetabler.com/gold-start.html>

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

[\* recent complications include : the E-Bacc in England, CfE in Scotland, the IB, 'consistently-setted' blocks, options 'Pathways', 'vertical' registration groups, options in Year 9 as well as years 10 & 11, consortium days and other fixed points, PPA time, 'primary' organisation or more setting in Year 7, 'vertical' teaching groups, 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>	normally off-site
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 full list of Associates at: <a href="http://www.timetabler.com/inset-courses.html">www.timetabler.com/inset-courses.html</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.html">www.timetabler.com/inset-courses.html</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	<p>3 days' Training (each normally £225 per day) from <u>MIST Services</u>. (ie. 3 days for the price of 2.) You can pick &amp; mix from 'Principles of Timetabling with TimeTabler' (2 days), 'Introduction to TimeTabler' (1 day), 'Timetabling Workshops' (1 or 2 days), 'Options' (1 day). See the details at <a href="http://www.mistservices.co.uk">www.mistservices.co.uk</a></p> <p>Each of Vouchers B, C, D can be used against any of the Courses or the bespoke In-school Support provided by:</p> <ul style="list-style-type: none"> <li>• EMS (Mervyn Wakefield), see details at <a href="http://www.mervynwakefield.co.uk">www.mervynwakefield.co.uk</a> including the 'Timetabling with TimeTabler' course (3 days),</li> <li>• Our other Associates (John Clark, Paul Murphy, Terry Howe, etc), see details at <a href="http://www.timetabler.com/inset-courses.html">www.timetabler.com/inset-courses.html</a></li> </ul>
<b>B</b>	£180 +vat	£200 +vat	
<b>C</b>	£360 +vat	£400 +vat	
<b>D</b>	£540 +vat	£600 +vat	

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

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

# Payment options

There are 3 ways in which you can pay for **Upgrades**, 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 the other page,
  - 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 the other page,
  - Fax the Order Form to: **0161-776-4391 (+44-161-776-4391)** (or scan and email it)
  - Also send 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 PayPal.

In this case :

- Complete the Order Form details on the other page,
  - Fax the Order Form to: **0161-776-4391 (+44-161-776-4391)** (or scan and email it)
  - Also send 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.html](http://www.timetabler.com/paypal.html)**  and click on the 'Buy Now' button against the relevant item.  
Complete the details to make the payment. (Non-UK cards are sometimes not accepted by PayPal.)  
[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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