

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:

TimeTabler for Windows, including Gold-Start *	£1195 + VAT
TimeTabler Upgrade from competitors discount (email us for details)	(- £100 + VAT)
Options / Electives for Windows, including Gold-Start †	£795 + VAT
StaffCover for Windows, including Gold-Start †	£495 + VAT
Free Tutorial version of each program	free

VAT (tax) may be payable in your country - please consult our guidance here: www.timetabler.com/vat-rules/

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.

** For tracked Courier delivery (especially if mail service in your area is uncertain), please contact accounts@timetabler.com for a quote.

Support Centre

The prices include Help & Support in 12 different ways. For details please visit : <https://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 ➡ 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 about a third 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:

'The Timetabler's CookBook' , 2nd Edition For more details please visit : https://www.timetabler.com/book	£29.95 (no VAT) (UK price, see overseas delivery prices below)
Vouchers for additional Support & Courses	Various values, see page 3

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 www.timetabler.com/gold-start

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

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

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, changes to AS, 'vertical' teaching groups, 'federal' teaching across a MAT, etc. etc.]

This additional Support is offered at 5 levels:

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

Vouchers

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

Voucher	Cost	Redeemable Value	Discount
A-1	£550 +vat	£ 717 +vat 3 days' Training (each normally £239 per day) from <u>MIST Services</u> . (ie. 3 days, face-to-face, for less than the price of 2.) For more details of the Courses see: www.mistservices.co.uk/timetabling/timetabler/	23%
A-2	£325 +vat	£ 487 +vat 3 on-line self-study Training Courses (normally £162.50 each) from MIST Services. (ie. 3 courses, self-study, for the price of 2.) For details of the Courses see: www.mistservices.co.uk/timetabling/timetabler/	33%
B	£200 +vat	£239 +vat Can be used for any of the MIST Courses listed above, or for bespoke In-school Support provided by one of our other Associates. See details at: www.timetabler.com/inset-courses	16%
Grp1	£615 +vat	£675 +vat Consultancy Day, in Market Harborough Training Centre, for a group of up to 4 people. See: www.mistservices.co.uk/timetabling/timetabler/	9%
Grp2	£995 +vat	£1095 +vat Consultancy Day, at a school within 150 miles of Market Harborough, for a group of up to 4 people.	9%

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

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

Payment options

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

1.

By Cheque, drawn on a UK Bank.

In this case:

- Complete the Order Form details on page 1, and send it to us as explained there.
 - 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.
 - Send a cheque [payable on a UK Bank; remember to include VAT if you are in the UK].
 - Post these to:
October ReSolutions Ltd, Chadwick House, Birchwood Park, Warrington, WA3 6AE, UK
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2.

By electronic transfer from your Bank.

In this case :

- Complete the Order Form details on page 1, and send it to us as explained there.
 - 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.
 - 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 UK]
 - 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 1, and send it to us as explained there.
 - 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.
 - Go to: www.timetabler.com/paypal and click on the 'Buy Now' button against the relevant item. If you don't have a PayPal account, just click on the 'Create an Account' button to access the 'Pay as a Guest' section. Complete the details to make the payment. (Non-UK cards are sometimes not accepted by PayPal.) [VAT is payable if you are in the UK]
 - 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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