


Upgrade to StaffCover 2019

Order Form

StaffCover 2019 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 and then select **StaffCover 2019**.

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 the Upgrade:

1. Download this PDF Form and Save it on your computer.
2. Load it into Acrobat Reader, then select  **Fill & Sign**, and type your entries. (Or, Print it and complete it.)
3. Arrange for payment, using one of the 3 options shown on page 3.
4. Send this form to us, using any of these 3 ways:
 - Click the **Submit** button at the bottom of the page (you can add an attachment or a message), or
 - Save the completed PDF, attach it to an email (with any message) to: orders@timetabler.com or
 - Post a printed copy with your cheque or school purchase-order form to:
Janet Woodhouse, October ReSolutions Ltd, Carrington Business Park, Carrington, Manchester, M31 4DD, UK

(✓) Please send me:	Price (not inc VAT)	✓ Tick to order
StaffCover 2019 Upgrade (as a web-download, today)	£122	
StaffCover 2019 Upgrade (on a CD, by post*)	£134*	

Additional optional items (see page 2 for more details):

Number required:

Gold-Start Enhanced Support for New Users	£ 70	
Gold-Start-PLUS Enhanced Support for New Users	£225	
Voucher A	£450	
Voucher B	£200	
Voucher Grp1	£515	
Voucher Grp2	£795	
Total of the items above:		
In UK or EU add VAT at 20% :		
A printed copy of the latest StaffCover Handbook*	+ £10* (no VAT)	
' The Timetabler's CookBook ', 2nd Edition *	+ £29.95* (no VAT)	
For overseas delivery of items marked *, add £12 :		
Total :		

To be completed by the User:

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

Title*: First name*: Surname*:

Position*:

School/College*:

School address*:

Postcode*:

Your Signature*:
click icon on top bar:  Sign

User's e-mail (at school)*:

(please enter accurately, it will be used for sending you the Newsletter**)

User's e-mail (at home):

Admin MIS system 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.info is added to your email Address Book or Safe List.

Tick if Official School Purchase Order Form, Number attached,

Cheque for enclosed, including VAT, made payable to **October ReSolutions Ltd**, or

Tick if paying by credit card at: www.timetabler.com/paypal See page 3.

Click the button to email the completed form:

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: www.timetabler.com/help

New Users can purchase enhanced **Gold-Start** Support. See below and: www.timetabler.com/gold-start

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, 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	normally off-site
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	normally off-site
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	normally off-site
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	£450 +vat	£675 +vat 3 days' Training (each normally £225 per day) from <u>MIST Services</u> . (ie. 3 days for the price of 2.) You can pick & mix from 'Principles of Timetabling', 'Introduction to using TimeTabler', 'Advanced Timetabling with TimeTabler', 'Timetabling Workshops', 'Options'. For more details see: www.mistservices.co.uk	33%
B	£200 +vat	£225 +vat Can be used for any of the MIST Courses listed above, or for bespoke In-school Support provided by one of our Associates (John Clark, Terry Howe, etc). See details at www.timetabler.com/inset-courses	11%
Grp1	£515 +vat	£545 +vat Consultancy Day, in Market Harborough Training Centre, for a group of up to 4 people. See: www.mistservices.co.uk/Services/Consultancy_services.aspx	5%
Grp2	£795 +vat	£845 +vat Consultancy Day, at a school within 150 miles of Market Harborough, for a group of up to 4 people	5%

You can order one or more of these Vouchers on the previous page. See also: www.timetabler.com/vouchers

Gold-Start and Gold-Start-Plus

If you are New to the software or to timetabling, there is further Help & Support:

Help	Cost	Features
Gold-Start (for StaffCover) 	Free or £70 (see p 1)	For more details see: www.timetabler.com/gold-start This is included (free) with each new purchase of StaffCover , and can also be purchased if you are a New User (but your school already has the software).
Gold-Start-Plus (for StaffCover) 	£225 (discount £70) +vat	This includes Gold-Start <i>and</i> a Voucher B for MIST and can be purchased if you are a New User (but your school already has the software), to help you get off to a good start.

Payment options

There are 3 ways in which you can pay for the **Programs**, 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/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 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/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 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.html  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.) [VAT is payable if you are in the UK/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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