MICRO KEY™
TUNE UP SERVICES

Professional Services – On Site -One on One Training
On site services offer the most comprehensive training from our Implementation / Training Department. Configuration training and personalized one on one time with your trainer ensure you have the most effective set up of your Micro Key software. In two days or more, we can train users, administrators and meet with management to be certain that your Micro Key system will meet the goals of your organization. Existing customers may take advantage of this to train new employees, expand usage across departments, or to optimize their current set up.
$1,500 per day plus Expenses

JumpStart – Getting Started
Designed to help new customers set-up and configure their Micro Key software in the most effective and efficient manner for their organization and business goals. In addition to individualized configuration and implementation assistance, this remote service includes basic Administrator training and free basic webinar training for users.
$500.00

Tune Up – Professional Consultation to Check Customer Processes
Designed to help existing customers ensure they are getting the most out of their Micro Key software. Potential topics for this remote session include: reviewing current set up and un-utilized features, and discussing new business goals and needs.
2 Days - $3,000 plus Expenses

Administrator Training – Online Training for the System Administrator Covering Database for Security Access Rights and Protecting Database Integrity
This in-depth training session will provide you with information and best practices to use your Micro Key software to support your business processes and procedures. General topics include organization functions, user roles and attributes. This training is conducted via phone and web conference and lasts a maximum of 2 hours.
$600 ($300 per hour)

User (non-administrator) Training – User Training – AR Clerk, Service Manager, AP Clerk, etc.
User training is designed to empower your non-administrative users with the information necessary to use your Micro Key software successfully. Users will be familiarized with basics of their particular area. User training is conducted via phone and web conference and lasts 2 hours.
$400 ($200 per hour)

Professional Services – Hourly Implementation Services Above and Beyond the Getting Started
General remote services include training, consulting, configuration and implementation assistance.
Quoted Hourly