

Frontline Gather User Conference – San Diego

Here are sessions you can look forward to in October! Don't miss out!

Sessions are subject to change, and in the coming weeks you will be able to register for individual sessions, but we know it's helpful to see what you'll learn before committing to attending.

Frontline Central Sessions

Maximizing Onboarding Efficiency with Frontline Central – Mary Lorenzen

Explore how Murrieta Valley USD successfully implemented Frontline Central forms to streamline and enhance the onboarding process, including best practices for customization and data-driven results. Join this session for HR professionals and onboarding specialists for strategies to automate workflows, improve efficiency, and enhance employee satisfaction using Frontline Central.

Leveraging Frontline Across the Employee Life Cycle with HCM – Jennifer Spaulding

Learn how Fairfax County effectively leverages solutions across HCM to onboard and support staff from start to finish. See the full picture including: Recruiting & Hiring, Frontline Central, Absence Management, Time & Attendance and Employee Evaluation Management.

Uncover Hidden Gems in Central – Lori Massey

Sometimes little things can make a big difference - make sure you're not missing out with this session to uncover options, features and uses to help you get the most from your system.

Follow Your Form Flow from Send to Completion - Lori Massey

Your forms are ready to go, now what? Central has multiple options available to support your process and follow-up on forms in flight. Explore your options to follow your form flow from send to completion so you can manage the process with confidence!

Beyond Onboarding: Support Your Full Staff Life Cycle - Lori Massey

Forms streamline the onboarding process, but why stop there? Join this session to explore your options beyond onboarding, supporting your full staff life cycle in Central, including the timesaving power of day-to-day forms, annual renewals, and more using a system your staff already know!

Central Forms 101: Form Building Workshop (double session) – Jasmine Carter

Expand your use of Frontline Central by learning how to create your own forms! Join us for this special double session, where we'll explore form fundamentals and how you can leverage the power of the form builder to create forms that work for you. Immediately apply your learning by building forms with the support and guidance of form experts.

Central Forms: Supporting Complex Form Needs – Jasmine Carter

Explore how Frontline Central can manage your complex needs. Forms in Central are driven by workflow steps that support your processes, but what if those processes have dependencies? Alternately, what about state or federal forms with specific requirements? Join us to explore how features such as conditional workflows and PDF Overlays help you manage more complex form needs.

Central Solution Orientation for Super Admins – Michelle Thoma

Are you new to managing Central as a Super Admin? Join us to gain insight into staff data, make key configuration connections, follow the form flow and explore permissions to set up users with appropriate and actionable access. All important aspects of effectively managing your Central solution.

Absence Management Sessions

Uncover Hidden Gems in Absence - Ny Munoz

There is a lot going on in Absence - make sure you're not missing out with this session to help uncover options, features and uses to help you get the most from your system.

Absence Management Round Table - Steve Bergendorff, Ny Munoz

Optimize your use of Absence Management by participating in a dynamic round table discussion. Join us for an engaging conversation on how various organizations are achieving success with Absence Management.

Get to Know Report Writer for Absence Management (Double Session) - Ny Munoz, Michelle Thoma

New to Report Writer or not sure where to start? Get a guided tour of this powerful tool for creating customized reports to maximize your data. Join this double session to explore your options with hands-on practice and expert guidance to build reports with confidence. No Report Writer experience required.

Digging in to Report Writer for Absence Management (Double Session) – Jenny Thomas, John Edwards

Already know how to build a basic report in Report Writer, but unsure how to move beyond the basics? Make connections between your reporting needs and available reporting options in this applied working session. Join us for hands-on support and expert guidance to deepen your reporting skill and get more from your solution. Come prepared with your reporting needs.

Increase Your Fill Rates in Absence Management – John Edwards

Want to improve your fill rates? Absence Management is here to help! Join us to learn how you can use data to understand your current fill rates, review system settings, and run quick reports to make the most of your solution and fill those absences.

Set Up for Success: Campus User Permissions & Visibility – Jenny Thomas

Smooth the way for your Campus Users to focus on their day-to-day through powerful permissions, visibility, and approval settings in Absence Management. There are a lot of options to align with your processes, but how do you know what to pick? Let us guide you through security profiles and settings so you can confidently establish the right access and set your Campus Users up for success.

Absence Management Solution Orientation for New Organization Users – Steve Bergendorff

Explore key day-to-day processes and configuration connections to gain insights and build confidence in effectively managing your Absence Management solution.

Understanding the Absence & Time Integration – John Edwards, Jenny Thomas

How do Absence Management and Time & Attendance work together? Explore the connection to understand the flow and keeping things running smoothly, including work schedules, substitute setup, balance accruals, absence reasons, vacancies, and more!

It's Time to Make Payroll Easier: Timesheets and Reports Made Simple – John Edwards

Frontline's Time & Attendance helps you connect employee leave, time worked, and real-time reporting to solve payroll errors before they happen. Join this session to learn how employees can track time effectively, managers can manage time efficiently, and payroll can report time correctly through reporting.

ERP-CA Finance – Advanced Sessions

InterOrg Journal Entries: Streamline Inter-District Payments – John DeVoto, Jenelle Williams

Santa Barbara CEO demonstrates how InterOrg Journal Entries replaces printed checks and supports efficient inter-district workflows, while keeping county staff informed without direct involvement,

Custom Reports: Work Smarter, Not Harder! Maximizing Fiscal 04 and Fiscal 06 Reports – Carole Olker

Santa Cruz County Office of Education will show attendees how to create and use Fiscal 04 and Fiscal 06 reports for budget updates, period comparisons and analysis. Creating these custom reports can help a district or COE with compiling, reviewing or analyzing data. Learn how custom report can also help with updating department budgets and multi-year trend analysis.

Lessons Learned - Reporting, Imports and Exports with Excel – Christine Fears

Join Red Bluff Union Elementary School District to learn how to import and export for various aspects in CA-ERP. Gain useful knowledge about: Importing into Budget Model, Payments through payment transactions, Journal Entries, Creating new accounts, Mass changes, etc. See Tips and Tricks in Excel to organize data pulled out to be pushed back into CA-ERP.

From 1234 to Workflow: Approval Routing Simplified – Margie Wells

Simplify approval routing by converting standard 1234 approvals to workflows. This session will show you the process for those conversion and other workflow basics.

Workflow Lab: Hands-On Practice – Margie Wells

Apply what you learned in the workflow basics session with live practice converting forms and refining processes.

Advanced Budget (Double Session) – Jane Youngman

Unpack advanced budget features in this double session to explore salary accounts, reconciliation, budget entry, budget models, and planning for negotiations.

ERP-CA Finance – Foundational Sessions

Building Effective Budget Models in the California ERP System: Strategies for Accuracy & Efficiency – Dustin Kerns, Carlos Zamora

Imperial County Office of Education will provide a step-by-step guide to building budget models within the California ERP system, focusing on Original and Revised budgets. Attendees will learn how to streamline salary loads, account for vacancies, and other steps to ensure accurate financial planning. The session will also cover verification techniques, best practices for running budget reports, and helping you to optimize your financial management processes. Whether you are new to budget modeling or looking to refine your approach, this session will equip you with essential skills for effective budget development.

Maximizing Efficiency: Leveraging Excel with California ERP for Data Manipulation and Productivity – Carlos Zamora, Dustin Kerns

This session will provide practical insights on how to effectively use Excel alongside the California ERP system to improve efficiency in data management. Imperial County Office of Education experts will work with attendees to gain hands-on knowledge of key Excel functions that simplify complex data tasks, enhance reporting accuracy, and speed up decision-making. Whether you're handling financial data, payroll reports, or budget allocations, this session will equip you with actionable strategies to optimize your workflows and maximize productivity.

Purchasing and Requisitions - Learn the Basics – Renee Barnes

Need a refresher on requisition basics? Work with a Frontline expert to learn the core functions of requisition process. See applicable examples of entering, searching and changing requisitions.

Purchasing and Requisitions - Taking it to the next level – Renee Barnes

Apply and practice requisition process knowledge through some hands-on activities. Practice entering, searching and changing requisitions. under the direction and guidance of a Frontline expert.

Introduction to CA-ERP Web: Basic Features and Functions for New Finance Users – Kelsey Anderson

Are you a new user of the CA-ERP system? This session is designed specifically for finance users looking to build confidence and proficiency in the CA-ERP Web environment. We'll

explore core features and functions that may not be immediately intuitive—from navigating the interface and using effective search tools to accessing reports and extracting data.

CA-ERP 101: New User Basics – Jessica Vega

New to the system or just need a refresher? Learn important functions like smart searches, running reports and setting preferences. We will also take a dive into the report warehouse and importing/exporting data.

Payments in the Web: Streamlined & Simplified – Arin Simonyan

Explore the new, consolidated payment features in the Web version of California ERP, We will cover payment entry and submission for all payment types (AP, Direct, Employee) in Web.

ERP-CA General Sessions

Account Creation and User Permission – Vi Nguyen, Kathryn Rusk

Want to streamline requests for new employees and updates of permissions through use of a form? San Joaquin County Office of Education will discuss the different roles, excluding of permissions, importance of set up in the different tabs and how they can affect workflow. Hear when it is necessary to create multiple accounts (Fiscal v. HR/Payroll for separation of duty purposes), and review auditing of accounts and permissions.

ERP-CA HCM Interoperability Sessions

Understanding Connectivity: Navigating Data Transfer Between HCM Solutions and ERP CA – Paul Chepolis

Understand the data flow between ERP CA and your HCM solutions (Central, Absence Management, and Time & Attendance). We'll explore what data flows to and from each solution, including the timing and methods of transfer available, gaining insights on resolving common errors along the way. Join us to master the basics and unlock connectivity in your system!

ERP-CA HR/Payroll – Advanced Sessions

Equifax Work Number Integration – Vi Nguyen, Johnathan Elson

Follow San Joaquin County Office of Education's journey through integration with custom programming and compare it with the integration that Frontline offers. Hear recommendations, tips, and pain points of both integrations.

Pay Cycles & Payroll Processing Best Practices – Benjamin Covello

Pay cycles define the pay periods and pay dates, for a group of employees. Explore best practices with our Frontline Experts for payroll processing including common errors and fixes, fiscal collaboration tools and payroll reports.

Payroll Adjustments: Managing Records with Confidence – Arin Simonyan

Sometimes we have to adjust. Learn about how to make and verify the adjustments with confidence, especially before the upcoming tax season.

Payroll Calculations Demystified – Jane Youngman

Explore how payroll is calculated, common errors, and how each component affects employee pay and employer costs.

Payroll Retro: How and When – Arin Simonyan

Understand retro rules, how addons are selected, and how to review postings to ensure accurate payroll adjustments.

Ready for Retirement: Reporting Essentials – Carole Williams

Before the retirement party, prepare to report information to the retirement agency like positional earnings, addon earnings and taxable gross earnings. Review the process and data needed for a complete retirement package with one of our Frontline experts.

ERP-CA HR/Payroll – Foundational Sessions

Employment Management - Extracts, Grids, Favorites – Noelle DeBortoli

Join Tehama County Department of Education to learn how to better utilize the employment management search tool as a robust "report" writer for all kinds of different HR needs.

Breaking Down the Payroll Snapshot (Pay99) – Suzette Burns

Monterey COE is offering this session to provide a detailed review of three key sections of the Payroll Snapshot (Pay99) report: Gross to Net, Retirement and Benefits, and Labor Distribution. Each section will be examined thoroughly to help participants understand the various payroll calculations. We will also explore how each component of an employee's paycheck impacts their overall net pay and the employer's expenses.

Understanding How Hire Date, Base Date, Assignments and Leave Groups affect Leave Balances – Monica Beverly

Do you want to fully understand how leave balances are granted and why the leave types or leave balances change? Santa Cruz County Office of Education explains how and why the leave balances are generated so ERP users can trouble shoot and solve problems.

Employee Changes: Best Practices from Start to Finish – Margie Wells

Are you running in circles with continuous employee changes? This session will give you best practices for the process from onboarding a new employee to working through employee separation.

New User Basics for HR/Payroll Reporting – Renee Barnes

Discover how to manage grids and smart searches to make your reporting faster, smarter, and more effective.

Tips and Tricks for Benefit Administration – Jessica Vega

New to benefit administration? In this session, we'll break down the essentials of setting up and managing employee benefits using CA-ERP. You'll learn how to handle typical scenarios like late starts, early terminations, and provider changes without getting stuck in manual fixes. We'll also explore annualization tools and simple reconciliation reports that help you stay accurate and payroll-ready

Leave Management 101: From Entry to Payroll – Jessica Vega

If you're new to leave processing, this session is a great place to start. We'll walk through the full leave process in CA-ERP: from granting leave and entering transactions to reviewing balances and posting to payroll. You'll also learn how leave appears in the Employee Portal and get tips for using reports and tools that simplify your day-to-day work.