


Upgrade to StaffCover 2024

Order Form

StaffCover 2024 has a range of new features suggested by Users, on the WishList. To see details of those new features, please visit : www.timetabler.com/new and then select **StaffCover 2024**.

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. First, download this interactive 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, Chadwick House, Birchwood Park, Warrington, WA3 6AE, UK

(✓) Please send me:	Price (not inc VAT)	✓ Tick to order
StaffCover 2024 Upgrade (as a web-download, today)	£ 175	<input type="checkbox"/>
StaffCover 2024 Upgrade (on a CD, by post*)	On request*	<input type="checkbox"/>

Additional optional items (see page 2):

Number required:

Gold-Start Enhanced Support for New Users	£ 70	<input type="checkbox"/>
Gold-Start-PLUS Enhanced Support for New Users	£ 225	<input type="checkbox"/>
Voucher A-1	£ 550	<input type="checkbox"/>
Voucher A-2	£ 325	<input type="checkbox"/>
Voucher B	£ 200	<input type="checkbox"/>
Voucher Grp1	£ 615	<input type="checkbox"/>
Voucher Grp2	£ 995	<input type="checkbox"/>

Total of the items above:

In UK add VAT at 20% :

A printed copy of the latest StaffCover Handbook*	+ £ 12 * (no VAT)	<input type="checkbox"/>
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Add £12 for standard overseas delivery of items marked *. For tracked Courier delivery, please contact accounts@timetabler.com for a quote.

*A Timetabler's CookBook' is now available on Amazon.

Total :

To be completed by the User:

(VAT is payable in the UK. If you are unsure, see www.timetabler.com/vat-rules/)

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, or

Tick if 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 Submit 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, 'federal' teaching across a MAT, more Part-timers, 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 <u>MIST Services</u> . (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 <u>MIST Courses</u> 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: 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 <u>MIST</u> 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 **Upgrade**, 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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