RTA 2019 Training Calendar

Full-System Basic Training   Glendale, AZ (RTA Office)

2019 Training Classes:
January 8-10
February 5-7
April 16-18
May 14-16
June 11-13
July 9-11
August 13-15
September 10-12
October 8-10
November 5-7
December 3-5

3-Day Full-System Training Class: $500 (Send 3 or more attendees: $450 each)

The **Full-System Training** class covers all of the main features in the RTA software; perfect for those implementing a new system and those managing multiple areas within the software. The many hands-on workshops will reinforce what you have learned as you set up an entire RTA system from scratch. Field-by-field explanations are provided and attendees set up departments, vehicles, parts and more. All day-to-day operations in the software are then covered as you'll create fuel entries, purchase orders, work orders, check the PM reports, and many other daily functions. A must-take class with plenty of Q&A to fully understand and utilize your RTA software.

Advanced System Training   Glendale, AZ (RTA Office)

2019 Training Classes:
July 16-18
October 15-17

3-Day Advanced Training Class: $500 (Send 3 or more attendees: $450 each)

Advanced Full-System Training is designed for those who have used the basics of RTA and are ready to take their systems to the next level. Some previous experience with the RTA software is recommended. You will learn shortcuts, tips and tricks, and advanced entry methods to optimize your data- tracking and productivity in this fast-paced 3-day class. Just a few of the many topics include: advanced PM tracking, warranties, parts reorder process, many advanced and time-saving work order options, and reports analysis. New features recently released are also covered. Don't stop with just the basics -- begin utilizing the advanced features that originally brought you to the RTA software.

Crystal Reports Training   Glendale, AZ (RTA Office)

2019 Training Classes:
July 19
October 18

1-Day Crystal Reports Training Class: $300 (Send 3 or more attendees: $250 each)

Crystal Reports is the popular reporting tool for relational databases such as SQL Server or Oracle. The basics of Crystal are covered in the morning, including linking data tables, table relationships, and connectivity. Learn how to create and run a procedure, select fields, and design a report layout. In the afternoon we'll cover more complex formulas and filtering the data, along with conditional if-then-else statements. Create sorts and subtotals while filtering the data to specify only what you want to see. Build interactive user prompts for searchable parameters and utilize the report templates. Numerous hands-on workshops allow you to practice creating your own reports.

Regional Full-System Basic Training

2019 Training Classes:

Houston, TX	Jun 18-20
Denver, CO	Jun 25-27
Portland, OR	Jul 23-25
Baltimore, MD	Jul 23-35
Atlanta, GA	Aug 6-8
San Antonio, TX	Aug 20-22
Lansing, MI	Aug 27-29
St. Louis, MO	Sep 17-19
Minneapolis, MN	Sep 24-26
Dallas, TX	Oct 22-24
Cincinnati, OH	Oct 22-24
Boston, MA	Oct 29-31
Charlotte, NC	Nov 5-7

3-Day Full-System Training Class:
Early Registration Price (30+ days in advance): $695 (Send 3 or more attendees: $645 each). Bring your own laptop. RTA-provided laptop is an additional $50. Registrations made within 30 days of a class incur an additional $100 fee.

We're taking our three-day **Full-System Training** class on the road across the United States in 2019. This class is designed for those new to RTA, as well as those who have used the software but have not attended an RTA training class. Numerous workshops are included to practice the initial set-up steps as you'll create an entire RTA system from scratch. You will then perform all day-to-day operations in the software. A must-take class with plenty of Q&A to fully understand and utilize your RTA software.

Click here for Details and Hotel Information

On-Site Training

On-site training is an excellent way to train numerous employees and maximize use of the RTA Fleet Management program. This training is specific to your fleet's needs and application, and provides individualized instruction on how your company can best utilize the program. **If you've just begun using the system,** we will assist you with implementation to get it off the ground quickly and effectively, and show you how to take full advantage of all of the features and reports that will benefit your company. **If you've been using the software for years and are ready to take it to the next level**, we will evaluate your current use, show you many time- and money-saving techniques, optimize your current procedures to increase efficiency, and discuss advanced data-entry methods for better reporting features.

Email training@rtafleet.com to request On-Site Training.

Online Training

2019 Training Classes:

BT101 (3 hrs) System Setup	Apr 18
BT102 (3 hrs) Vehicles	Apr 25
BT103 (1.5 hrs) Fueling	May 2
BT104 (3.5 hrs) Parts/Purchase Orders	May 9
BT105 (4.5 hrs) Work Orders	May 16
BT106 (3 hrs) Basic Reporting	May 23

Basic Training (BT) Webinar Series: $100 per class (one connection/computer). Unlimited co-workers may attend.

Need training on a specific topic and can't attend a full class? RTA has specialized training classes available online so you can get your specific training topics covered from your location. Start with our Basic Training (BT) Series – take one specific class or all six classes. *Note: Additional classes may be added throughout the year.*

One-on-one web training is also available for general training or specific topics. Call or email RTA for details.

Schedule your training today!
Click the Links or Call Us at 1.800.279.0549

RTA Fleet Management Software