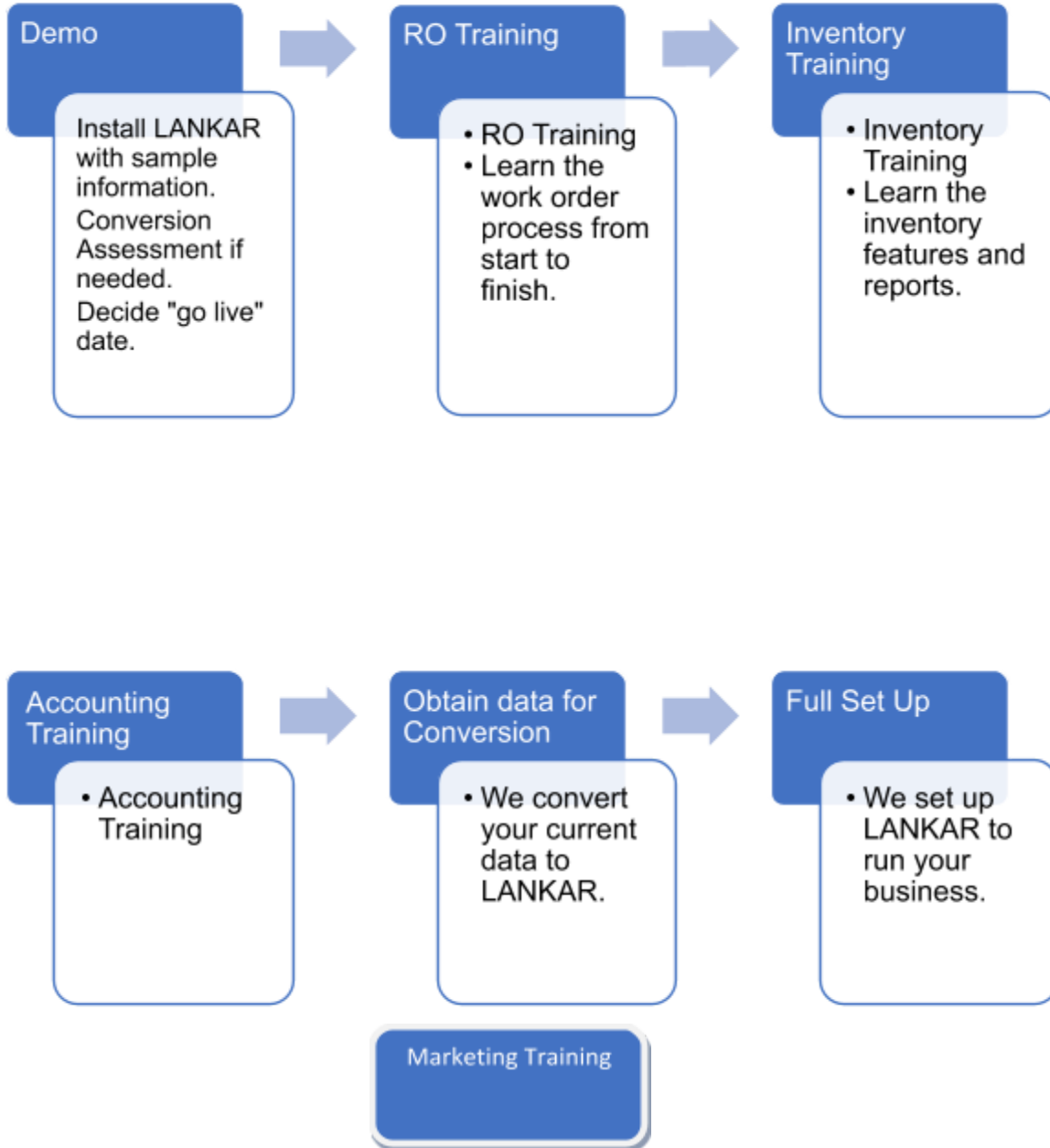




Guide To Going Live





Guide To Going Live

Have any questions? Call or email our support team at 1 (800) 446-3087 or support@lankar.com

The LANKAR Process, What to expect when you purchase LANKAR.

When you are interested in LANKAR, we give you live demos of the software showing you all the features available to you.

Once you make the decision to purchase the software, we then create a plan to get you to your Live Date.

We start by booking you into training with a Sample Database that you can practice on at your convenience.

We schedule a Conversion if necessary with our Developers.

Once the Live Date approaches, we do the Conversion, Set Up LANKAR fully and make sure you are ready to start running your business.

Training on LANKAR

Currently all training offered by LANKAR is done live online with our trainers. We install a Sample Database for you to make learning easier. It is during this time that we teach you how to use LANKAR to perform your daily transactions in the shop.

What is a Live Date?

A Live Date is when you will be using LANKAR fully to run your shop.

How Much Time Do You Need Before Going Live?

Although it varies, generally give yourself 2-3 weeks of learning and set up time before going live. If you plan on using the Accounting in LANKAR, then going live usually goes a lot smoother on the 1st. of the month or your fiscal year beginning date. If your fiscal is months away, we can reset the Accounting information to accommodate a live Accounting date.

Data Conversions

If you are currently using another software program, we can usually transfer information such as Customers, Vehicles, Suppliers/Vendors, Inventory and Vehicle History. We usually do a conversion assessment to ensure everything can be transferred over seamlessly, then a day or



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two before your live date we will extract your data for a final conversion bringing the latest information over.

What Does Each Training Cover?

RO Training (1 hour 15 minutes)

Procedurally, it starts when a customer enters the shop and hands the key over to invoicing. After this training you will be able to create a work order, add a customer, vehicle, inventory, canned jobs, assign techs, invoice and take payment. You then asked to practice and enter real jobs, write down any questions that arise and they will be covered in the next training.

Inventory Training (30 minutes)

An expansion to the inventory side of the RO Training, to help with inventory management. We also address any questions that arose during the RO practice.

Accounting Training (1 hour 15 minutes)

Learn how all the bookkeeping functions work in LANKAR. Once this training is completed, you will know what to do day end, month end and year end. It also includes Payroll.

Marketing Training (1 hour)

Learn the marketing abilities of LANKAR to strengthen your relationships with your customers while bringing in more business through honest upselling.

RO and Accounting Set Up

Once you are trained on LANKAR we have 2 System Set Up appointments One Repair Order Set Up and One Accounting Set Up. We ensure your foundations are set so you begin with a full system of basic information. This includes things like Door Rate, Technicians, Disclaimers, Pre-Set Jobs, Sales Classes, Taxes, Payroll, Opening Balances and so on.

LANKAR Support

Once you have finished your training and have completed your Set Up, you are ready to start using LANKAR to run your business. You are not alone though, LANKAR Support is available with an 800 number from 7:00AM - 8:00PM EST to call with any assistance you may need.

Also, if you hire someone new, give us a call and we'll help train your new employee.



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LANKAR Minimum Computer Requirements

To make sure your computers can handle LANKAR , check out the link below.

<http://support.lankar.com/Support/SystemInfo>