



“SUPPORT TALK”

For Users of BUSTOPS by MicroAnalytics, May, 2009

It's not time to panic ... yet.

Congratulations to everyone who is almost ready for school startup in the fall. We advanced your students' grades; you assigned students to stops who are changing schools; and are almost ready to print your routes for drivers and distribute information to parents through letters, postcards or the newspaper.

If you are one of the people who have not yet contacted BUSTOPS Support to upgrade your students so you can start your planning for next year, you need to get going. You still need to assign students who change schools to their new stops, adjust the routes to accommodate new students and kindergarteners, notify parents and print routes for drivers.

Before you start to print your letters or routes you should review some of them in the Preview screen and compare the information to the information in your student and stops databases. Depending on the fields you are using in your reports, update commands within BUSTOPS may need to be run.

It is your responsibility to verify the accuracy of data before printing, you wouldn't want to have to print your letters a second time after finding mistakes in them. And, remember to get your information printed early to avoid the last minute rush. Think how upset you will be if your printer breaks or your network goes down the day before you need the report.

If you wish to discuss any of the ideas in this Support Talk please call us at 416-691-1222.

If you have any questions please call customer service at (416) 691-1222

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