

# Lexis Affinity™

## 2020 WEBINAR SERIES SCHEDULE

Do you find it difficult to squeeze training into your busy schedule?  
Would you like to gain valuable skills without leaving your desk at no extra cost?

Our Free Webinars are a convenient tool providing learning support through a combination of online screen sharing with phone conferencing, enabling you to see the product and hear the Learning Consultant live as they move through the service step-by-step with the ability to ask questions and give feedback.



To register please go to: [www.lexisnexis.com.au/AffinityWebinars](http://www.lexisnexis.com.au/AffinityWebinars) • All courses commence at 1pm AEST

<b>FEBRUARY</b> 4 Tuesday 1:00pm AEST	<b>PHONEBOOK /MATTER / CONFLICT CHECKER &amp; SCREEN COLUMNS</b> Presenter: Sharon Kopschaninow Duration: 1 Hour	<b>JUNE</b> 9 Tuesday 1:00pm AEST	<b>WHERE SCRIPTING CAN BE USED WITHIN AFFINITY</b> Presenter: Jenny Shaw Duration: 1 Hour	<b>SEPTEMBER</b> 15 Tuesday 1:00pm AEST	<b>ADVANCED QUERIES USING AFFINITY DATA</b> Presenter: Stephen Selby Duration: 45 Minutes
<b>FEBRUARY</b> 18 Tuesday 1:00pm AEST	<b>DOCUMENT MANAGEMENT REFRESHER</b> Presenter: Alex Catoni Duration: 1 Hour	<b>JUNE</b> 23 Tuesday 1:00pm AEST	<b>HOW TO USE VOI IN AFFINITY &amp; PEXA INTEGRATION</b> Presenter: George Marinos Duration: 30 Minutes	<b>SEPTEMBER</b> 22 Tuesday 1:00pm AEST	<b>GETTING STARTED WITH SQL COMMANDS</b> Presenter: Stephen Selby Duration: 30 Minutes
<b>MARCH</b> 5 Thursday 1:00pm AEST	<b>OVERVIEW OF DEBTOR COLLECTION REPORTS AND LETTERS</b> Presenter: Heike Grieger Duration: 45 Minutes	<b>JULY</b> 7 Tuesday 1:00pm AEST	<b>WORKFLOW CREATION OVERVIEW</b> Presenter: Alex Catoni Duration: 45 Minutes	<b>OCTOBER</b> 13 Tuesday 1:00pm AEST	<b>OVERVIEW OF DATAFORMS AND DIARY FOR DATE FIELDS</b> Presenter: Leanne Douglas Duration: 30 Minutes
<b>MARCH</b> 17 Tuesday 1:00pm AEST	<b>SAFE CUSTODY REFRESHER</b> Presenter: Simon Walker Duration: 30 Minutes	<b>JULY</b> 21 Tuesday 1:00pm AEST	<b>HANDS ON NEW FEATURES IN VERSION 10</b> Presenter: George Marinos Duration: 30 Minutes	<b>OCTOBER</b> 27 Tuesday 1:00pm AEST	<b>BANK RECONCILIATION OVERVIEW</b> Presenter: Simon Walker Duration: 45 Minutes
<b>APRIL</b> 7 Tuesday 1:00pm AEST	<b>GETTING TO KNOW FEE RATE CODES, TYPES, TEMPLATES &amp; RE-EVALUATION</b> Presenter: David Crookenden Duration: 45 Minutes	<b>AUGUST</b> 11 Tuesday 1:00pm AEST	<b>HOW TO USE THE AFFINITY DIARY EFFECTIVELY</b> Presenter: Alex Catoni Duration: 30 Minutes	<b>NOVEMBER</b> 10 Tuesday 1:00pm AEST	<b>WHAT IS AFFINITY CLIENT PORTAL?</b> Presenter: Stephen Selby/Michael C Duration: 30 Minutes
<b>APRIL</b> 14 Tuesday 1:00pm AEST	<b>HOW TO USE MATTER TYPES</b> Presenter: George Marinos Duration: 45 Minutes	<b>AUGUST</b> 25 Tuesday 1:00pm AEST	<b>CREDITORS OVERVIEW</b> Presenter: Heike Grieger Duration: 30 Minutes	<b>NOVEMBER</b> 17 Tuesday 1:00pm AEST	<b>WHAT IS AFFINITY MOBILE?</b> Presenter: Stephen Selby/Michael C Duration: 30 Minutes
<b>MAY</b> 12 Tuesday 1:00pm AEST	<b>OVERVIEW OF TIME SHEET ENTRY</b> Presenter: David Crookenden Duration: 30 Minutes	<b>SEPTEMBER</b> 1 Tuesday 1:00pm AEST	<b>AFFINITY STANDARD REPORTS TRAINING</b> Presenter: Stephen Selby Duration: 45 Minutes	<b>NOVEMBER</b> 24 Tuesday 1:00pm AEST	<b>HANDS ON NEW FEATURES IN VERSION 10.1</b> Presenter: Sharon Kopschaninow Duration: 30 Minutes
<b>MAY</b> 26 Tuesday 1:00pm AEST	<b>OVERVIEW OF BILL CREATION</b> Presenter: David Crookenden Duration: 45 Minutes	<b>SEPTEMBER</b> 8 Tuesday 1:00pm AEST	<b>INTRODUCTION TO EXCEL REPORTS AND QUERIES</b> Presenter: Jenny Shaw Duration: 45 Minutes	<b>DECEMBER</b> 1 Tuesday 1:00pm AEST	<b>INVESTMENT MANAGEMENT OVERVIEW</b> Presenter: Leanne Douglas Duration: 30 Minutes

Should you have any questions or issues, please email [training@lexisnexis.com.au](mailto:training@lexisnexis.com.au) or call us on 02 9422 2529