

# Training Classes for PASTPERFECT

## PastPerfect Museum Software Training

PastPerfect Software Inc. is committed to providing the highest quality training opportunities for our community of PastPerfect users. Classes are offered on a regional basis throughout the year and provide both basic and advanced training in the use of PastPerfect Museum Software. We have professional educators from the museum community and the technical industry to ensure the highest quality educational experience for our users.

This 4-day training series gives you everything you need to use PastPerfect and Virtual Exhibit. Students may join us for a single day or any combination of days.

PastPerfect training is a hands-on experience. You will have the opportunity to use the software in class while the instructor guides you through step-by-step procedures.

## Regional Training Costs and Scheduling

The cost for each training class is \$119.00 per person per day or \$95.20 per person per day for AASLH Institutional Members. For an updated list of training classes in your area, visit our web site at: [www.MuseumSoftware.com/training.htm](http://www.MuseumSoftware.com/training.htm)

Contact our training coordinator at 610-304-0973 or by email ([training@museumsoftware.com](mailto:training@museumsoftware.com)) to receive more information on training programs, sign up for a class, or to submit your museum as a possible training host site!

## Custom On-site Training

Organizations interested in a more personal one-on-one training experience may request customized on-site training. As an alternative to regional training classes, PastPerfect Software offers customized on-site training focused on your particular needs. On-site training is available for \$750 per day plus travel expenses. There is a two day minimum for all on-site visits.

## LEARNING 4.0 FOR EXPERIENCED

**PASTPERFECT USERS:** Museum Software users will work with our latest release in a hands-on learning environment. Come see Version 4.0 and learn to use all of the new features for collections and membership management.

## MANAGING COLLECTIONS USING

**PASTPERFECT:** This class emphasizes the accessions process. From temporary custody to loans, to location history, you will learn how to use PastPerfect to track all of the items in your museum. This class gives you the tools that save time and keep your data safe!

## CUSTOMIZING PASTPERFECT REPORTS AND CREATING VIRTUAL EXHIBITS:

This class provides the tools you need to get the research and report results you want. It also shows how to create online exhibits using Virtual Exhibit. It's a great way to learn how to share your collections with the world!

## MANAGING MEMBERSHIP AND

**FUNDRAISING ACTIVITIES:** Maintaining and managing a contact management database is an important function of any organization. This class teaches you how to effectively manage membership dues, donations, contacts, volunteer hours and more!



For more information or to sign up for a training class, e-mail [training@museumsoftware.com](mailto:training@museumsoftware.com) or call 610-304-0973