



Converting Paper Records to Digital Workshop

The Converting Paper Records to Digital Workshop empowers leaders in public school business functions to develop a comprehensive plan for transitioning from paper-based resources to digital resources. Learn how to use the six-step process from "Start with the Vision" by Steven and Rob Shallenberger to implement the change in your district or organization. Two school business professionals who have successfully completed this transition will lead the workshop. **CEU 6/CPE 7**

Tuesday, April 9, 2024
9:00 AM to 4:00 PM

Austin Marriott North
2600 La Frontera Blvd, Round Rock, TX 78681

FEE: \$235 Member | \$285 Non-Member
PREREQUISITE: None

LUNCH: Provided by TASBO
CEU/CPE Hours: 6/7

BOOK YOUR HOTEL: [Book your sleeping room online](#) at the TASBO room rate of \$129. Block closes March 19, 2024 or when sold out. Self-parking is complimentary.

CONDITIONS: Satisfactory meeting room temperatures are difficult to maintain. Always bring a sweater or jacket to ensure comfort. Business casual attire is acceptable.

ABOUT TASBO EVENTS: Seating is limited, so register early. If you or (someone attending with you) need ADA assistance to participate, please call us at 512-462-1711.

CANCELLATION POLICY: **Cancellations are only accepted in writing.** Cancellations received seven (7) working days before the event are cancelled in full, those received one (1) to six (6) working days before the event are cancelled at 50 percent, and cancellations are not accepted the day of or after the event. If you do not cancel and/or do not attend, you are still responsible for payment. If TASBO cancels an event, you will be refunded in full.

Register online at [TASBO.org](https://www.tasbo.org) or return completed form by:

Mail: 5920 W. William Cannon, Building 1, Suite 200, Austin, TX 78749

Fax: 512.462.1782

Email: register@tasbo.org (**DO NOT** email credit card info. Contact us for payment)

Please PRINT clearly.

Name: _____ Title: _____

District/Employer _____

Contact Phone: _____ Email: _____

Payment Method: PO _____ Check Enclosed Credit Card