



# LaserPro<sup>®</sup> Tips, Shortcuts & Best Practices

August 20, 2020 ▪ 9:00am - 4:00pm  
The Bankers Center ▪ Baton Rouge

***Register early. Limited seats available!***

This workshop uncovers some of the hidden features of LaserPro plus a discussion of Best Practices from topics provided by the participants. This workshop provides hands-on training for a loan processor who has a good working knowledge of the program.

## **Agenda**

- Understanding Options of the Main Menu
- Understanding Help Options and the Customer Support site
- Understanding how to use the database (adding and deleting entities)
- Understanding how to handle exceptions with regard to names, collateral and payment types
- Discussion of new features and new modules
- Keyboard and Mouse shortcuts
- Integration between participants is encouraged

## **Prerequisites**

To fully benefit from this workshop, participants should have:

- Basic Windows skills
- Knowledge of their institution's lending policies and products
- Need a good working knowledge of the LaserPro program
- **Login credentials for the LaserPro Customer Center Support site**



## **Who Will Benefit**

LaserPro processors responsible for creating loan documents

## **Registration Fee**

\$399, per LBA member

\$599, per non-member

**Class size is limited to twelve.**

## **Workshop Instructor**

**Teresa Uptain** is a Software Training Advisor for Finastra. Prior to joining Finastra, she has an extensive 15 year background working in the banking industry in which she holds many accomplishments. Teresa joined Finastra, *the world's 3<sup>rd</sup> largest Fintech company*, in 2016. She joined the company as a LaserPro Trainer. She has since evolved in her position and currently trains many of the company's software's. She remains a Subject Matter Expert with the LaserPro software.



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## Registration Form

### Registrant 1

Mr./Mrs./Ms. \_\_\_\_\_  
Bank \_\_\_\_\_  
Email Address \_\_\_\_\_  
Branch Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_

### Registrant 2

Mr./Mrs./Ms. \_\_\_\_\_  
Bank \_\_\_\_\_  
Email Address \_\_\_\_\_  
Branch Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_

### Payment Options

☐ Check (Made payable to the Louisiana Bankers Association)

☐ Visa ☐ MasterCard ☐ American Express

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Credit Card Billing address \_\_\_\_\_

Name on Card (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_ Amount to be Charged on Card \$ \_\_\_\_\_

**Registration Fee**  
\$399, per LBA member  
\$599, per nonmember

- ☐ This training will be covered under SBET (Small Business Employee Training Program). Please provide an email address on the line below to receive the necessary documentation for reimbursement:

\_\_\_\_\_

### Location

The Bankers Center  
5555 Bankers Avenue  
Baton Rouge, LA 70808  
225-387-3282

### Agenda

8:45 a.m.	Registration
9:00 a.m.	Program Begins
Noon	Lunch
4:00 p.m.	Program Adjourns

### Registration Fee

\$399, per LBA member  
\$599, per non-member

### Cancellation Policy

Due to commitments we must make to secure a class, we need your help. Cancellations must be received 30 business days prior to the class. Due to our commitments, cancellations received less than 30 business days prior to the class will be charged a \$150 cancellation fee.

### Hotel Information

Residence Inn by Marriott - Towne Center at Cedar Lodge  
7061 Commerce Circle, Baton Rouge, LA 70809  
For reservations, call (225) 925-9100 and ask for the "Louisiana Bankers Association special room rate of \$127."

\*Class size is limited to twelve.

Submit registration and view rosters in the  
Education Section of LBA's Website, [www.lba.org](http://www.lba.org).