



# Introduction to LaserPro<sup>®</sup> Commercial Document Preparation

May 27, 2021 ▪ 9:00am - 4:00pm  
The Bankers Center ▪ Baton Rouge, LA

*Register early. Limited seats available!*

This is a beginner's course that focuses on how to use LaserPro to produce commercial documentation. Current LaserPro processors will also benefit from the instruction. It is important to continually enhance your skills and ensure that you are using LaserPro to its fullest capacity.

\*This is not a compliance seminar.

## Main Objectives

- Learn program-navigational skills
- Understanding various options
- Understand how to create unique language within the documents

## Agenda

- Steps for Processing Commercial Loan Transactions including UCC
- Navigation and Keyboard Shortcuts
- Additional Resources Available for Loan Processors



## Prerequisites

To fully benefit from this workshop, participants should have:

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

## Who Will Benefit

Individuals responsible for preparing Commercial loan documents using LaserPro

## 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

**Register early! Limited registrations due to social distancing restrictions.**

### Registrant 1

### Registrant 2

Mr./Mrs./Ms. _____	Mr./Mrs./Ms. _____
Bank _____	Bank _____
Email Address _____	Email Address _____
Branch Street Address _____	Branch Street Address _____
City, State, Zip _____	City, State, Zip _____
Phone _____	Phone _____
Cell _____	Cell _____

### Payment Options

- Check (Made payable to the Louisiana Bankers Association)
- Visa       MasterCard       American Express

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\$599, per nonmember

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

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

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

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

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

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

### 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.

### Agenda

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

### 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.**"

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