



# Introduction to LaserPro<sup>®</sup> Administration

May 25, 2021 ▪ 9:00am - 4:00pm  
The Bankers Center ▪ Baton Rouge, LA

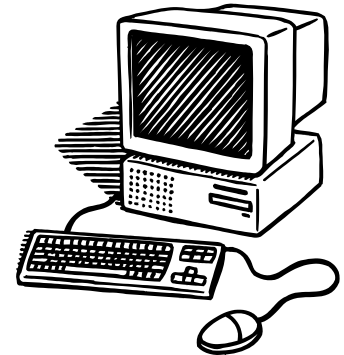
*Register early. Limited seats available!*

This is a beginner's course that focuses on how to maintain LaserPro. Current LaserPro Administrators will also benefit from the instruction and learn about newly added functions. 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.*

## Agenda

- Review where to locate Administration functions
- Understand the interconnectedness of the Administration
- Learn to Modify setup
  - ◊ Rates
  - ◊ Policy
  - ◊ Forms
  - ◊ Libraries
  - ◊ Templates
- 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 the maintenance of 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

### Registrant 1

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

### Registrant 2

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

### 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

LBA/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).\***