



## Automation Training Workshop

Take full advantage of the automation capabilities of your BCC Mail Manager software.

BCC Software's **Automation Training Workshop** delves into how to make best use of TaskMaster, BCC Mail Manager's™ mailing automation option. The instructor will guide you step-by-step through every aspect of setting up automated mailing jobs, from automating a single task or portion of a mailing job to automating an entire job from start to finish.

At the end, you will have the knowledge you need to leverage every advantage that TaskMaster provides, helping you get jobs out the door faster and improve your operations.

- » Learning-intensive sessions with hands-on approach
- » One-on-one instructor interaction provides top results
- » Boost profits faster turnarounds and improved efficiency

This class provides five hours of instructor-led training delivered in a single day via **LogIn Live** sessions, BCC Software's remote, online training solution. From the comfort of your own home or office, you will participate in morning and afternoon sessions in a live, hands-on environment, where you will interact with your instructor and fellow classmates just as if you were sitting in a classroom. With LogIn Live, you can eliminate travel expenses and have the opportunity to focus on work at your facility before, between, and after sessions.

### AGENDA

- » *Exploring the TaskMaster Toolbar*
- » *Recording TaskMaster Jobs*
- » *TaskMaster Scripts Structure*
- » *Editing TaskMaster Jobs Using the GUI*
- » *Editing TaskMaster Jobs Manually (Using a Text Editor)*
- » *Adding and/or Removing Tasks and Commands*
- » *Running Jobs From a Command Line*
- » *Batch Presorting*
- » *Creating Batch.ini Files*
- » *Best Practices*



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