



# perficio™

supporting delivery of exceptional  
community learning

**Perficio™** software suite was designed specifically to help educational institutions master planning, marketing, delivering and evaluating programs more efficiently than ever before. Like a report card, Perficio measures return on investment (ROI), letting you know in a glimpse if and why an investment does or does not generate expected return.

Perficio's modules—[Event Advisor](#), [Facility Advisor](#) and [Online Community Advisor](#)—work together to automate manual processes that eat up staff time—event planning, facility management and registration. Here are a few highlights.

### Registration

Making registration as easy and flexible as possible is a tremendous asset in boosting event attendance. With Perficio, attendees can register by phone, mail, fax, Internet or in person. In addition, the system provides:

- Registration holds
- Automated wait lists
- E-mail confirmations
- Immediate credit card payment processing
- Transfer of cancelled customer to alternate section
- Reservation verification with built-in conflict resolution

### Financial Analysis

Perficio is a truly revolutionary system that provides you the tools to record actual expenses per class—staff history, facility costs and additional expenses. Built-in reports provide:

- Revenue and expense tracking by accounting codes
- Planned and actual financial results
- Additional expenses per client or event

### Facilities Management

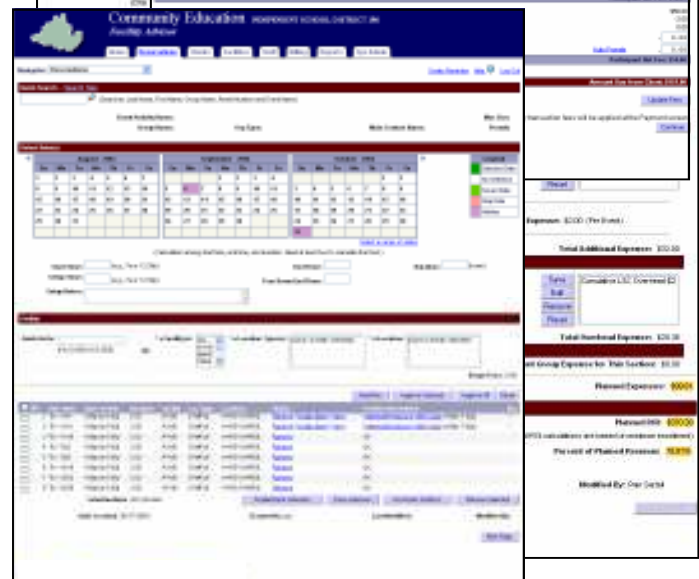
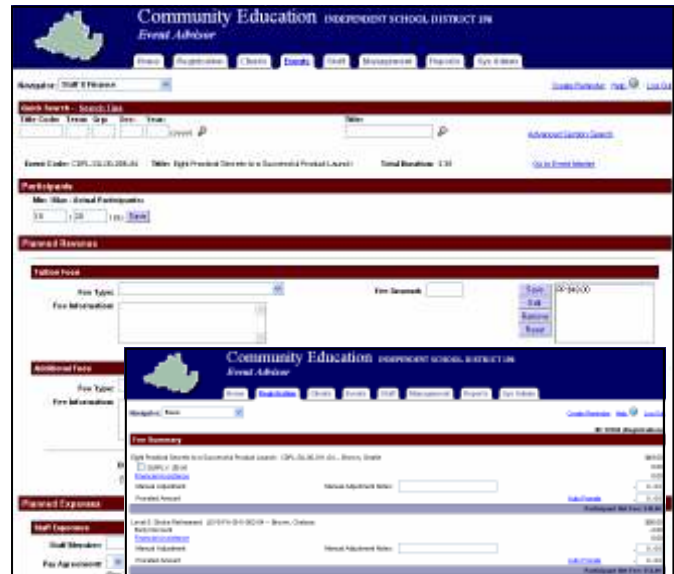
Perficio possesses extensive conflict-scheduling capabilities for the efficient use of your facilities. This unique feature provides instant e-mail confirmations. The Facilities Management module also includes:

- Monthly invoicing
- Central “master schedule” for all facilities
- Manual adjustment of payment disbursements

### Staff Management

Perficio collects and manages instructor data for:

- Scheduling correct available staff for facility management and events
- Creating multiple pay rates for instructors
- Tracking staff certifications, training and paperwork



**Begin realizing ROI now. Contact us today!**

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