

Microsoft Retail Management System Headquarters Training Overview

Important Note: The schedule below is assuming that full training on Microsoft Retail Management System Store Operations has been completed.

Step 1: Headquarters Databases



In addition to an RMS HQ overview, participants will cover the RMS Headquarters databases including items, taxes, tender types and customers (global and local), and other centrally maintained data. Maintenance Mode is discussed. Headquarters options will also be set up. Event log management is also covered. Backups are discussed.



Estimated Time: 4 – 6 hours

Step 2: Headquarters Worksheets



RMS Headquarters functions based on worksheets. The worksheets are covered in detail including creation, modification and deletion of worksheets. Security is discussed and set up. Worksheet management is covered.



Estimated Time: 6 – 8 hours

Step 3: Reports / New Stores / Communications / Security



Reports are discussed. Participants will also cover new store creation (RMS HQ Administrator), communication schedules and the HQ Client and HQ Server modules. Security is discussed and setup.



Estimated Time: 6 – 8 hours

Step 4: Review



Components of the RMS HQ system are reviewed.



Estimated Time: 2 – 6 hours