



2020 Chameleon Annual Training Conference

April 14 - 17 (Tuesday-Friday)
New Orleans, LA

*Schedule subject to change.
See agenda for Certification Testing Times.*

Day 1 Tuesday

9:00AM	09:30	10:00	10:30	11:00	12:00	02:00	03:00	04:00	
Opening Session	WebChameleon Update	Break	What's New?	Lunch (on your own)		Chameleon Basics Refresher	Officer's Chameleon Boot Camp		Reception 5:30PM
						Using Images and Attachments in Chameleon	Executive/Management Session	WebChameleon Q&A	

Registration Desk Open 7:30 - 12:00

Registration Desk Open 2:00 - 5:15

Day 2 Wednesday

	9:00AM	10:00	11:00	12:00	02:00	03:00	4:00
Room 1	The Electronic Medical Office	Introduction to Crystal Reports	How to keep a Perfect Kennel Inventory	Lunch sponsored by Pethealth	Automate your outcome documents	PostMaster Email for Managers	Advanced Officer Processes with Chameleon
Room 2	Learning PostMaster Part 1 SQL	Learning PostMaster Part 2 HTML	Learning PostMaster Part 3 Job Building		Current & Future Development Open Discussion	Managing your Chameleon Licensing Service	Running an Advanced Lost & Found Program

Registration Desk Open 8:00 - 12:00

Registration Desk Open 2:00 - 5:00

Day 3 Thursday

	9:00AM				02:00	03:00	04:00
Room 1	Crystal Reports Managers Should Have	Crystal Reports Basics Making Easy Changes	Crystal Reports Basics Our Favorite Formulas	Lunch (on your own)	WebChameleon for Shelter/Medical/Vac Clinics	WebChameleon for Officers	Crystal Reports Basics Subreports
Room 2	PetHarbor.com Update!	Supercharge Pet Licensing	Working with Foster Parents and Rescue Partners		IT Operations		Exec/Mgt Wrap-Up

Day 4 Friday

	9:00AM	10:00	11:00
Room 1	Crystal Reports Basics Implementing	Crystal Reports Basics Q&A Discussion	Next Steps: How to Implement New Ideas!
Room 2	Customizing Chameleon	Miscellaneous Apps	

The 23rd Chameleon Annual Conference

Marriott New Orleans

Tuesday through Friday

Tuesday, April 14 – Friday, April 17, 2020

Monday, April 13 Certification Testing 1PM – 4PM

Tuesday, April 14 – Friday, April 17 Regular Conference

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Monday, April 13

1:00 PM – 4:00 PM

Certification Testing*

Certification testing is held during our annual Chameleon Training Conference.

There are three tracks that you can become certified in:

- Chameleon Specialist
- Chameleon Application Specialist
- Chameleon Technologist

Each track has two levels, and you may only test one level per year. You may certify in one or both tracks.

Level I consists of a written, multiple choice test. After you complete the test, we'll evaluate it and get back to you within two weeks on what you may have gotten wrong or where you could be a bit stronger.

Level II consists of a written, multiple choice test and a practical test. Like the Level I written test, after you complete the test, we'll get back to you on what you missed and where you may want to focus future skills.

The practical will be conducted online. You will need to allocate a few hours to taking the test and this must be completed within four weeks of the end of the conference.

Certification is a learning process. Those who do not pass get homework on what they need so they can pass next time.

Learn more about testing at:

<https://chameleonbeach.com/Client-Area/Chameleon-Training-Conference>

or email kt@chameleonbeach.com for info.

It's time to get credit for your hard work!

**This year testing is before the regular conference instead of after.*

6:00 PM – 7:00 PM

Badge Pick-up

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Tuesday, April 14

- 7:30 AM – 9:00 AM** **Badge Pick-up**
- 9:00 AM – 10:00 AM** **Opening Session**
An introduction of our conference team including some of our Pethealth friends. We'll talk about your conference goals and share some success stories from past participants.
- 10:00 AM – 10:30 AM** **WebChameleon Update**
Time for an update on everybody's favorite extension to Chameleon!
- 10:30 AM – 11:00 AM** **Morning Break**
- 11:00 AM – 12:00 PM** **What's New?**
Find out what we've been up to lately: new versions, products and services. This session will be led by HLP Director of Development, Frank Hoffman and Director of Software Engineering, Evan Bowen.
- 12:00 PM – 2:00 PM** **Lunch:** You're on your own, but don't be shy, there will be numerous casual groups forming to wander off to the French Quarter to eat. Join one and make some new friends!
- 2:00 PM – 3:00 PM** **Room 1: Chameleon Basics Refresher**
Are your skills a little rusty? Or maybe you missed a few things during initial training? We'll fill in the gaps. Beginners welcome!
- 2:00 PM – 3:00 PM** **Room 2: Using Images and Attachments in Chameleon**
Learn to import various image formats, PDFs, MS Word Files, and more!
- 3:00 PM – 5:00 PM** **Room 1: Officer's Chameleon Boot Camp**
Our former animal control captain Kevin shows you the basics of the windows and functions officers use in Chameleon.
- 3:00 PM – 4:00 PM** **Room 2: Executive/Management Session**
"Think Bigger" is the topic, hosted by Jason Smith, MBA, CAWA.
- 4:00 PM – 5:00 PM** **Room 2: WebChameleon Q&A**
A follow-up to the morning session.
- 5:30 PM – 7:00 PM** **Reception**
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Wednesday, April 15

- 8:00 AM – 9:00 AM** **Badge Pick-up**
- 9:00 AM – 10:00 PM** **Room 1: The Electronic Medical Office**
Optimize your medical processes with barcodes, smart reports and more.
- 9:00 AM – 10:00 AM** **Room 2: Learning PostMaster Part 1 - SQL**
How to retrieve and organize data using the structured query language (also used in Crystal Reports command objects.)
- 10:00 AM – 11:00 AM** **Room 1: Introduction to Crystal Reports**
A basic overview of Crystal Reports for beginners, along with how to use it to enhance your Chameleon operation!
- 10:00 AM – 11:00 AM** **Room 2: Learning PostMaster Part 2 HTML & CSS**
Designing and formatting. Do your PostMaster jobs have a 'great personality' but not much else? Give your electronic communication the makeover it deserves! BONUS: most of the skills learned in this course can also apply to Web Memos, giving your PetHarbor listings extra pizzazz!
- 11:00 AM – 12:00 PM** **Room 1: How to Keep the Perfect Kennel Inventory**
The real costs of poor inventory control are considerable, not to mention the frustration and negative public relations it can lead to. Learn some techniques to avoid issues.
- 11:00 AM – 12:00 PM** **Room 2: Learning PostMaster Part 3 Job Building**
Bring your ideas and watch as a job is brought to life. Witness the evolution of a PostMaster job from concept to reality and find inspiration from your colleagues.
- 12:00 PM – 2:00 PM** **Lunch: Sponsored by our partners at Pethealth, Inc.**
- 2:00 PM – 3:00 PM** **Room 1: Automate your Outcome Documents**
Learn how to make outcome paperwork as smooth as possible!
- 2:00 PM – 3:00 PM** **Room 2: Current and Future Development Open Discussion**
Join us and have a voice in the future of our products.
- 3:00 PM – 4:00 PM** **Room 1: PostMaster: Email for Managers**
Notification of problems when they happen. Automated thank you letters. PostMaster tips and tricks for those in supervisor-type roles.
- 3:00 PM – 4:00 PM** **Room 2: Managing your Chameleon Licensing Service**
Info and tips from the leader of our licensing services, Jeff Ewing.
- 4:00 PM – 5:00 PM** **Room 1: Advanced Officer Processes with Chameleon**
You know the basics, time for the fun stuff.
- 4:00 PM – 5:00 PM** **Room 2: Running an Advanced Lost and Found Program**
How to increase your RTO rate using Chameleon and PetHarbor.com.
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Thursday, April 16

- 8:00 AM – 9:00 AM** **Badge Pick-up**
- 9:00 AM – 10:00 AM** **Room 1: Crystal Reports Managers Should Have**
The daily and monthly reports that can help you.
- 9:00 AM – 10:00 AM** **Room 2: PetHarbor.com Update!**
New look, new features!
- 10:00 AM – 11:00 AM** **Room 1: Crystal Reports Basics – Making Easy Changes**
It's fairly simple to change fonts, text, images, even add and remove fields from existing reports. This session will guide you on making changes to existing reports.
- 10:00 AM – 11:00 AM** **Room 2: Supercharge Pet Licensing!**
Join us in learning how to improve your pet licensing! Jeff brings his decade plus of experience to help you take it to the next level!
- 11:00 AM – 12:00 PM** **Room 1: Crystal Reports Basics – Our Favorite Formulas**
We'll share common formulas you can use when building your reports.
- 11:00 AM – 12:00 PM** **Room 2: Working with Foster Parents and Rescue Partners**
Whether your program is small, medium or large, we have some tools and techniques aid you in working with more partners as well as lightening the load on staff.
- 12:00 PM – 2:00 PM** **Lunch:** On your own again.
- 2:00 PM – 3:00 PM** **Room 1: WebChameleon for Shelter/Medical/Vaccination Clinics**
An in-depth session for using WebChameleon in your shelter, by your veterinary staff, and off-site events such as for vaccination clinics.
- 2:00 PM – 4:00 PM** **Room 2: IT Operations**
System design, installation best practices, deploying updates and changes, database backups and options for supporting users. This session will be led by HLP's own server guy and all-around IT "heavy lifter", Ron Saxer.
- 3:00 PM – 4:00 PM** **Room 1: WebChameleon for Officers**
An in-depth session for officers or anybody using the Activity or Dispatch features of WebChameleon.
- 4:00 PM – 5:00 PM** **Room 1: Crystal Reports Basics - Subreports**
Many reports include one or more subreports allowing linked or completely different data sets to be shown in one report. Come learn the magic.
- 4:00 PM – 5:00 PM** **Room 2: Executive and Management Session Wrap-Up**
We'd love to hear how we can help your organization meet its goals for the future. Join us and share your ideas.
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Friday, April 17

- 9:00 AM – 10:00 AM Room 1: Crystal Reports Basics – Implementing**
So Tech Support sent you a .rpt file... now what? This class goes over how to add new reports to your system, remove old ones, rearrange the list and more!
- 9:00 AM – 10:00 AM Room 2: Customizing Chameleon**
Learn how to tweak Chameleon for a custom fit with your organization; rename the “extra” fields to what you want, change default field values, make fields required or not, edit validations and use application privileges to control access.
- 10:00 AM – 11:00 AM Room 1: Crystal Reports Q&A Discussion**
This is a great place to discuss your further reporting needs and how to get additional training.
- 10:00 AM – 11:00 AM Room 2: Miscellaneous Apps**
This class reviews some of our helper apps and how they can help you.
Including:
Chameleon MailBox – Email photos, memos and more, directly to Chameleon
AutoCite – Create citations automatically from expired licenses ready for mailing
Password Change App – Create users and reset passwords
- 11:00 AM – 12:00 PM Room 1: Next Steps: How to implement New Ideas!**
Please join all our staff for one last round. If you have a question you haven’t yet had answered, this is the place.
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Conference Over!