



## Databox System Maintenance

Download a booking form here.

### System Maintenance

This course will look at all aspects of maintaining your Databox system and best practices for everyday use of Databox.

There will be a large part of the day dedicated to looking at what to do if you have reporting imbalances, how to deal with various error messages, and maintenance of the various lists in Databox. We will then move on to looking at how to keep your customer database clean and tidy. Troubleshooting the Databox Internet Gateway is also covered.

#### Who is it for?

This course would be suitable for System Managers, Box office Managers and Marketing managers.

#### Course objectives:

- Looking at error messages;
- The importance of Archiving;
- When you need to run a Datacheck and how to use it;
- How to Dup Delete and keep your customer database tidy;
- How you can tidy lists, old reservations and batch print files;
- Optimise and table repair options;
- Troubleshooting Databox.

**Location:** Milton Keynes

**Cost:** £140 + VAT per delegate

