

# Training Newsletter Sept 2025

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Welcome to our  
TRAINING NEWSLETTER

September 2025

## Welcome to our Training Newsletter for September.

Spring has officially sprung, and September is the perfect time for a fresh start! As we shake off the winter chill, we're excited to bring you a new season of learning, updates, and handy tips to make the most of StrataMax.

In this edition, you'll find easy and simple sessions that will help you step into spring with confidence and efficiency.

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## StrataMax Webinar Videos

Missed last month's session? Don't worry—you can catch up whenever it suits you. Our recorded webinars are available in the [Live Sessions](#) area, providing you with convenient and fast access in one place.

[Task Management](#)  
[Levy Management](#)  
[Certificates](#)

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## Levy Year End Made Easy

Year end doesn't have to be stressful. With the **Levy Management rewrite now available**, you can take advantage of simple tools to streamline both rollovers and reporting. Here's how:

### Rollovers – Keep It Simple

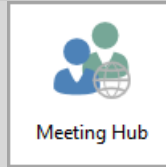
Rolling your levy year while [preparing the Budget](#) makes it easier to raise levy income for periods resolved at the next Annual General Meeting. This approach helps reduce workload and provides flexibility to suit the needs of every office.

**Tip:** Take a look at the [Add-By Budget](#) option and watch the short [video](#) to see how Meeting Hub's levy data merge fields make this process even smoother.

### Reporting – Stay on Track

The [Levy Generation Schedule](#) is now conveniently available in **Levy Management**. This report identifies all levy scenarios, helping you confirm your data is accurate and highlighting the next steps to keep things moving.

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## Meeting Hub | The New Attendance Register

### Why should I register for this session?

This webinar will provide a more in-depth look at the new, revamped Attendance Register in Meeting Hub. Designed to make managing attendees and their votes quicker and easier than ever, with bulk updating, automatic syncing with StrataMax, and more! Learn how to effortlessly use this refreshed, intuitive screen to save your business time and resources.

### Topics covered:

- Overview, explaining the purpose of the Attendance Register.
- Adding, updating, removing attendees.
  - Attendance Method.
  - Bulk updating.
  - Linked Attendance Records.
- Adding, updating, withdrawing votes.
- Tips for troubleshooting attendees.

Monday 8 September 2025 | 1:00 pm AEST





## The Power of the StrataMax Chatbot

### Why should I register for this session?

Discover how our AI StrataMax Chatbot can transform the way you deepen your knowledge and get assistance for StrataMax. In this first ever webinar, you'll learn how to get instant, accurate answers to your questions, streamline your workflows, and empower your team with 24/7 training assistance. Whether you're new to AI or looking to sharpen your skills, this webinar will show you how to make the most of this unique and powerful service.

### Topics covered:

- Brief overview, explaining the role of the StrataMax Chatbot.
- What problems it solves for clients.
- Demonstrations of interactions with the Chatbot.
  - Examples of good vs. poor queries.
  - How to ask clear and effective questions.
  - Highlighting strengths: natural language understanding, speed, accuracy, and availability.
- Tips for troubleshooting or refining queries.

Monday 15 September 2025 | 1:00 pm AEST



## WE ARE HERE TO HELP

### Training Team

For guidance in mastering the software, helping train new staff or upskilling employees.

Email : [training@stratamax.com](mailto:training@stratamax.com) Phone : 07 5575 7422, select options 1, 2

### Support Team

For software queries to be logged, assigned and attended by a consultant.

Email : [support@stratamax.com](mailto:support@stratamax.com) Phone : 07 5575 7422, select options 1, 1

### StrataPay/StrataCash Team

For queries relating to account opening and closing, direct debits or other banking enquiries.

Email: [service@stratacash.com](mailto:service@stratacash.com)

Phone : StrataPay - 1300 135 610, select option 1 Phone : StrataCash - 1800 656 368, select option 3

## ACCESS ONLINE HELP ANYTIME

### Online Help

Please send through any suggestions on content that you would like to see presented to  
[training@stratamax.com](mailto:training@stratamax.com)



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