@OfficeAcademy
for SuperOffice

Empower your organisation to host, provide and manage training facilities.

With Office Academy

OfficeAcademy works alongside your SuperOffice CRM application.

The system allows you to maintain:

Courses, Course Diaries, Locations, Examinations, Qualifications, Trainers, Prerequisites and Materials. Use all these elements combined with SuperOffice to meet the demands of a training academy and ensure a professional, organised and productive environment.

Written in Silverlight and running within SuperOffice web panels; OfficeAcademy is fully configurable to link to a company's SuperOffice system.

- Managed Course and Location Diary.
- Extended SuperOffice diary.
- Courses at specific locations can be scheduled in advance to provide greater visibility and flexibility.
- Course specifics, such as:-locations, trainers, duration, registration or pre-registration requirements can be scheduled.
- Same course can run at different locations at the same time.
- When planning and scheduling the system ensures standard working days are applied.
- The course, locations and the trainers diaries are updated automatically.

Flexible and Powerful

Configuration options allow you to customise the system to your needs and processes.

- Specify all company categories and job positions of trainers.
- Use SuperOffice custom lists to denote materials, course and trainer levels.
- OfficeAcademy can be configured to send emails and SMS text messages to customers and candidates.
- Settings also cater for working days, invoice processing, due terms, tax rates amongst other things.

System Maintenance

All key parts of the system that allow you to manage a busy training company are featured and easily accessible, e.g.:

- Qualification, validity lengths, external links, certificate settings
- Examinations, companies.
- Locations, information, map links, resource association for SuperOffice
- Trainers, automatically selected by positions, their levels (defined in a list), start/end periods for compliance, the trainers own qualifications
- Intuitive and user friendly

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● getting business **wise**
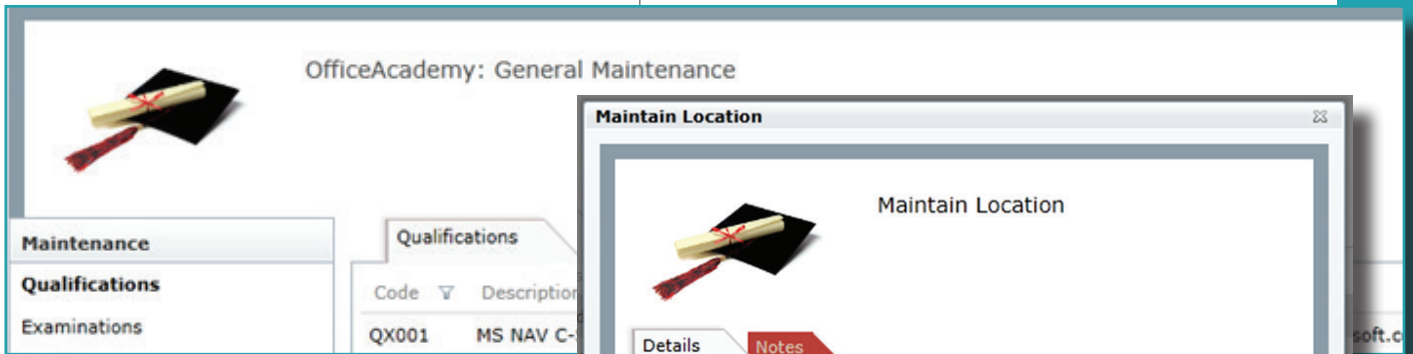
Some of the Key Features

The system is full of functionality:

- A simple Wizard for booking of candidates onto courses.
- Batch (for a course) or single (for candidate, using a right click context menu) booking process directly from within SuperOffice.
- Search course availability facility.
- Send emails, SMS confirmations.
- Invoice production and emailing.
- Deposit & Payment processing
- Examination, result and certificate production – with email facilities.
- Activities archived into SuperOffice.
- Flexible reporting and analysis.

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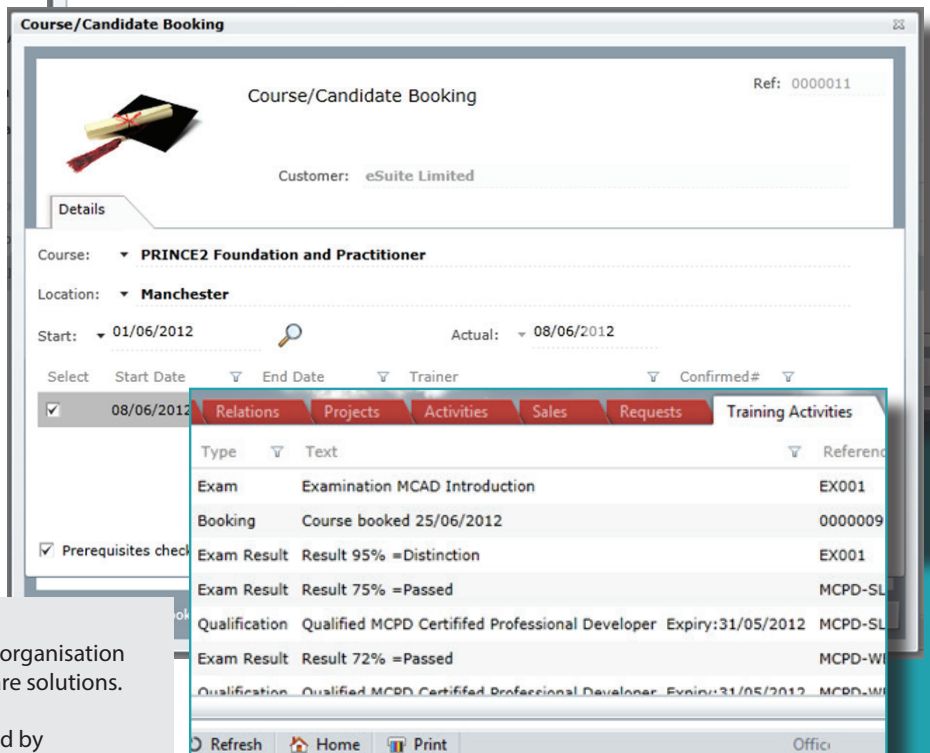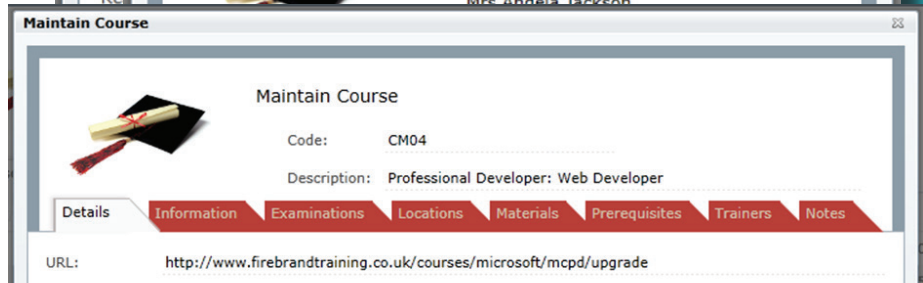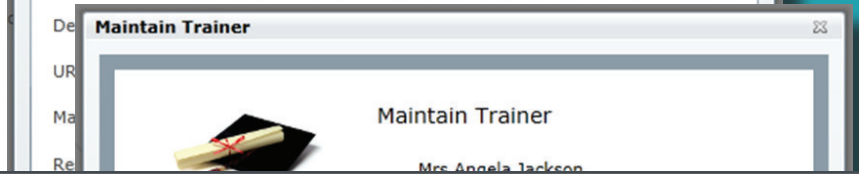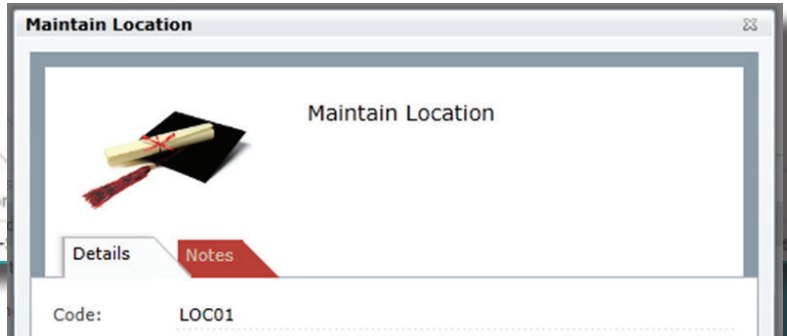
eSuite programs for business connect your organisation to the outside world using the latest software solutions.

eSuite modules are designed and developed by technical experts in business programming and are designed to complement key business applications including Microsoft Dynamics NAV, Pegasus Opera and SuperOffice CRM.

eSuite modules are created using a unique process of analysis and then applying a design and development solution to deliver a timely, cost effective solution that meets the needs of the small to medium business.