



Academy planner 2024

Your personal invitation to acquire more know-how.



 Kempen · Dresden

 Johannesburg

 Murcia



Active learning

All advantages at a glance.



The Soloplan Academy is the perfect opportunity for both beginners and experienced users to further optimise the use of our logistics software.

In our modern training rooms in the branch offices Kempten, Dresden, Johannesburg and Murcia, you can learn the basics of CarLo® and get many tips and tricks for the daily use:

- **Optimal seminar offer** adjusted to the respective knowledge level
- Coordinated courses that build up on each other for **beginners** and **experts**
- **Active learning** on the PC with practical examples and individual training stations
- **Training rooms with state-of-the-art technology** and current **training software**
- **Training experts** with practical experience and solution-oriented thinking as well as a lot of **empathy**
- Seminar-accompanying **training documents**
- **Exchange of experience** among CarLo® users



Webinar offer

Our Web-based online conferences.

Free webinar series of the Soloplan digitalisation initiative

You are looking for useful and helpful information regarding the use of our TMS CarLo®? In our free webinar series, we show you twice a month how you can get even more out of our software solution. Our webinars deal with different topics regarding digitalisation in transport management. Attend them comfortably online and get 60 minutes of tips and tricks for the application of CarLo® as well as targeted answers to your individual questions. Try it out—it's worth it!

GO DIGITAL

In this webinar series, both the general functionalities of our logistics software and the new developments of the respective add-ons are discussed in detail.

CarLo® Optimisation

This webinar series caters specifically to key users, administrators and major customers: Along with configuration details, we also deal with layout optimisation for improved performance and simpler work. Typical problems and incorrect configurations are discussed. Other planned webinar topics are the use of filters, interfaces, automatisms and the layout editor.



You can find webinar dates under www.soloplan.com/news-dates/webinars/ or via the QR code.



Seminar offer

All of the information in an overview.

As an Academy participant, you complete each of your **standard seminars** with a certificate.

You need to take a test and pass it successfully to receive the certificate. It allows you to participate in advanced **expert seminars**.

In the expert seminars, both the basic knowledge is expanded upon and further workflow options are discussed. We offer expert seminars to deepen your knowledge in the topics of planning, calculation, statistics and OCR.

To take part in the expert seminars, you need to have good or excellent skills in the programme or have successfully taken part in the 3-day standard seminar.

In the premium service packages of the respective software programmes, the following service is included per year for one participant: a three-day CarLo® standard seminar or a two-day CarLo® expert seminar.



You can find seminar dates under www.soloplan.com/news-dates/academy/ or via the QR code.



CarLo®



Three-day seminar for new customers



7 dates



1 languages



2 cities

- Basics and CarLo® “language”
- Clients and organisation
- User and role management
- Business partner, staff and fleet master data
- Order entry
- Planning including resource usage plan
- Calculation and invoicing
- Statistics
- Practical exercises to deepen your knowledge

Attendance is **exclusive to new Soloplan customers** who have not yet started with the basic CarLo® training.

You can sign up for this seminar directly with your Customer Solution Manager.

**Use your voucher*
to sign up for free!**

*One voucher per customer and year within the scope of the premium software maintenance contract.

DE

12/02 –14/02/2024	Kempton
15/04 –17/04/2024	Kempton
24/06 –26/06/2024	Kempton
16/09 –18/09/2024	Kempton
04/11 –06/11/2024	Kempton
02/12 –04/12/2024	Kempton

EN

08/07 –10/07/2024	Johannesburg (SA)
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Seminar fee **900 EUR***

*All quoted prices are **net prices per person**—as of 12/2022—and include lunch and training documents. The seminar contents are determined together at the beginning of the course.

Please note our early-bird special for the Soloplan box at the bigBOX.

You can find all bigBOX events by scanning the QR code:

bigBOX
ALLGÄU





CarLo®



Three-day standard seminar



17 dates



3 languages



4 cities

- Administration
- Master Data
- Target-cost and contribution-margin
- Actual-cost
- Voucher entry
- Voucher interfaces
- Accidents
- Report centre and Cockpit
- Practical exercises to improve

EN

18/03 –20/03/2024	Kempton
06/05 –08/05/2024	Johannesburg (SA)
10/06 –12/06/2024	Kempton
14/10 –16/10/2024	Johannesburg (SA)
18/11 –20/11/2024	Kempton

DE

29/01 –31/01/2024	Kempton
29/01 –31/01/2024	Dresden
04/03 –06/03/2024	Kempton
22/04 –24/04/2024	Kempton
22/04 –24/04/2024	Dresden
17/06 –19/06/2024	Kempton
09/09 –11/09/2024	Dresden
23/09 –25/09/2024	Kempton
11/11 –13/11/2024	Dresden
25/11 –27/11/2024	Kempton

ES

12/02 –14/02/2024	Murcia (ES)
17/06 –19/06/2024	Murcia (ES)
18/11 –20/11/2024	Murcia (ES)

**Use your voucher*
to sign up for free!**
*One voucher per customer and year within the scope
of the premium software maintenance contract.

Seminar fee **900 EUR***

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CarLo® inMOTION

 Two-day standard seminar

- Administration
- Master Data
- Target costs and contribution margin calculation
- Actual cost calculation
- Voucher entry
- Voucher interfaces
- Accidents
- Report centre and cockpit
- Practical exercises

**Use your voucher*
to sign up for free!**
*One voucher per customer and year within the scope
of the premium software maintenance contract.

 2 dates

 1 language

 2 cities

DE	
24/06 – 25/06/2024	Dresden
28/10 – 29/10/2024	Kempten



Seminar fee **600 EUR***

*All quoted prices are **net prices per person**—
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The seminar contents are determined together
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bigBOX
ALLGÄU





CarLo®



Two-day expert advanced seminar



9 dates



3 languages



4 cities

- Administrative options and configurations
- Usage of extended functions in Master Data
- Working in Order Entry and Transport Planning for advanced users
- Optimising existing processes with additional functions
- Current innovations in the entirety of CarLo®
- Automation possibilities using the Communication Server
- Practical exercises to improve

ES

14/10 – 15/10/2024

Murcia (ES)

DE

05/02 – 06/02/2024

Kempton

04/03 – 05/03/2024

Dresden

25/04 – 26/04/2024

Kempton

14/10 – 15/10/2024

Kempton

21/10 – 22/10/2024

Dresden

EN

13/05 – 14/05/2024

Kempton

22/07 – 23/07/2024

Johannesburg (SA)

16/09 – 17/09/2024

Johannesburg (SA)



Seminar fee **900 EUR***

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bigBOX
ALLGÄU





CarLo®



Two-day expert planning seminar



6 dates



2 languages



3 cities

- Planning configuration and mask management
- Filtering
- Detailed tour planning in all facets
- Telematics integration with the example CarLo® inTOUCH
- Multi compartment planning
- Automatic tour planning
- Current innovations in the Planning area
- Automation possibilities
- Statistics and Cockpit
- Practical exercises to improve

DE

07/02 – 08/02/2024

Kempton

20/06 – 21/06/2024

Kempton

12/09 – 13/09/2024

Dresden

14/11 – 15/11/2024

Dresden

28/11 – 29.11.2024

Dresden

EN

05/08 – 06/08/2024

Johannesburg (SA)



Seminar fee **900 EUR***

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Please note our early-bird special for the SoloPlan box at the bigBOX.

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bigBOX
ALLGÄU





CarLo®



Two-day expert calculation seminar



6 dates



2 languages



3 cities

- Calculation and invoicing in detail
- Formula pricing rules
- Calculation types
- Carrier calculation
- Vehicle cost calculation
- Current innovations in the calculation area
- Automation possibilities
- Statistics and Cockpit
- Practical exercises to improve

DE

06/03 – 07/03/2024

Dresden

07/03 – 08/03/2024

Kempton

26/09 – 27/09/2024

Kempton

23/10 – 24/10/2024

Dresden

09/12 – 10/12/2024

Kempton

EN

09/09 – 10/09/2024

Johannesburg (SA)



Seminar fee **900 EUR***

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bigBOX
ALLGÄU





CarLo®



Two-day expert statistics seminar



2 dates



1 language



2 cities

**Use your voucher*
to sign up for free!**

**One voucher per customer and year within the scope
of the premium software maintenance contract.*

- Configuration parameters
- Rights and roles
- Creation of the CarLo® database structure as the basis of the statistics
- Statistics scripts and their characteristics
- What is a layout and how is it edited?
- Which visualisation options exist?
- Which base options do the different visualisations offer?
- When do I use which visualisation?
- Print and export
- Usage/display as an independent Cockpit
- Usage/display in the areas 'Master Data', 'Orders' and 'Transport Planning'
- Automatic Cockpit export/dispatch
- Practical examples from daily work in the logistics sector
- Creation of Cockpits based on individual requirements: Export of ready-for-use Cockpit configurations for direct use in business operations

DE

25/04 – 26/04/2024

Dresden

16/10 – 17/10/2024

Kempten

EN

03/06 – 04/06/2024

Johannesburg (SA)



Seminar fee **900 EUR***

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ALLGÄU





CarLo®



Two-day expert OCR seminar



2 dates



1 language



1 city

- Basic configuration and preparation for the creation
 - Basic administrative requirements
 - Activations
 - Filing configuration
- Creation of document templates
 - Possibilities for reading out data
 - Application of text filters
 - Updating data records
 - If/then function
- Import possibilities for the created document
 - Import via Document Entry
 - Import via drag & drop
 - Import via the Communication Server

DE

03/06 – 04/06/2024

Kempten

11/11 – 12/11/2024

Kempten



Seminar fee **900 EUR***

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bigBOX
ALLGÄU





CarLo®



Two-day expert FileAPI seminar



4 dates



2 languages



1 city

In coordination with the seminar participants, topics from the following areas are discussed:

- Workflows
- API configuration
- API import
- API export
- Standard API formats
- Configuration of custom API formats
- Migration of old Communication Server tasks
- Replacement of obsolete settings
- Error recognition and correction
- Document transfer via API
- Practical exercises to improve

DE

13/06 –14/06/2024

Kempton

22/10 –23/10/2024

Kempton

16/12 –17/12/2024

Kempton

EN

20/02 –21/02/2024

Kempton



Seminar fee **900 EUR***

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CarLo®



Two-day expert Crystal Reports seminar



2 dates



2 languages



1 city

- Creation of custom forms
- Structure of a report
- Adding/removing CarLo® fields
- Adding new objects
- Extension of our standard reports
- Adding dynamic components (such as images, texts, languages, etc.)
- Integration of reports in CarLo®

DE

08/10 – 09/10/2024

Kempton

EN

21/11 – 22/11/2024

Kempton



Seminar fee **900 EUR***

*All quoted prices are **net prices per person**—as of 12/2022—and include lunch and training documents. The seminar contents are determined together at the beginning of the course.

Please note our early-bird special for the Soloplan box at the bigBOX.

You can find all bigBOX events by scanning the QR code:

bigBOX
ALLGÄU

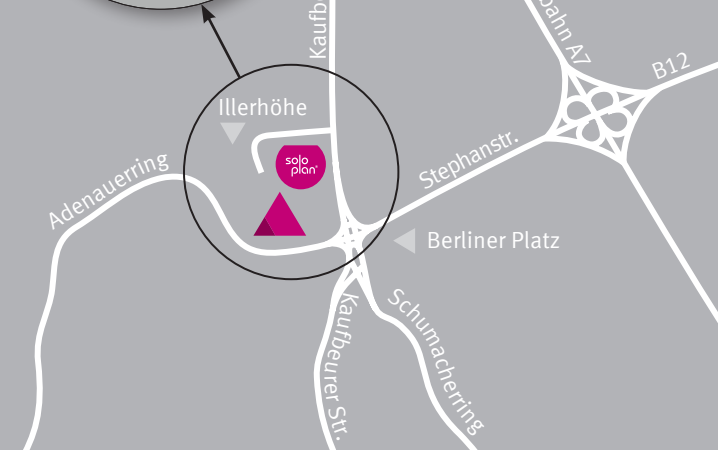


Soloplan City Resort

Our 4* business hotel at the office in Kempten.

THE **all-round carefree package** for your stay in the Allgäu!

- **38 spacious rooms** with sophisticated furnishings—all of them with a **panorama balcony**
- Room prices **Room rates from 109,- EUR** (minus 10,- EUR for seminar participants)*.
- Training building directly accessible **by foot**—directly on the premises of Soloplan City
- Convenient access to the hotel due to the **favourable traffic connection**—only 1 km from the Allgäu motorway junction
- Relaxed stay thanks to **time saved** in the morning
- Rich **breakfast buffet** and a selection of 3 different **lunch menus**



Please note that only a limited contingent of rooms is available for Academy participants!



* The above room rate is a special rate for academy visitors within the limits of the contingent. Valid only for seminars at the location Kempten/Germany.

You can carry out the booking solely via e-mail to info@soloplancityresort.com.

For further information about the Soloplan City Resort, scan the QR code here.



Early-bird special

Soloplan box at the bigBOX—let us entertain you.

With the “early-bird special”, you can secure the best seats not only for the Soloplan Academy!

We offer the first six participants who sign up for each seminar the possibility to take part in an evening event at the bigBOX Kempten—**free of charge**. The order in which we receive the registrations applies.

Relax in the extensive chill-out area after an informative seminar day and enjoy the end of the day as one of the **six VIPs** in the exclusive **Soloplan box**.

The bigBOX ALLGÄU is the event venue with the biggest variety of programmes in the Allgäu region. It offers its guests an incomparably diverse programme: concerts, musicals, shows, comedy, theatre and cabaret—something for every taste!

We would like to welcome you as guests and are looking forward to your participation!

In 124 rooms of the categories S to XL, the bigBOX ALLGÄU Hotel (built in 2013) offers comfortable 4-star accommodations for the entire family and the modern business traveller. Everyone can feel at home in the modern, “musical” environment, which includes a gym.

The restaurant musics in the bigBOX ALLGÄU Hotel serves its guests seasonally changing international and regional dishes. The menu of musics is creative and artful, which you can also experience during numerous culinary events. You can find the food and beverage menus here:

www.bigboxallgaeu.de/restaurant-musics.



Possible hospitality and driving costs are **not** included.

Only applies for seminars at the location in Kempten, Germany.

You can find all bigBOX events by scanning the QR code:

**bigBOX
ALLGÄU**



www.bigboxallgaeu.de/hotel



Participation conditions

GTCs as of 10/2023



Sign up via e-mail/fax

to info@soloplan.com or at +49 831 57407-111.

for seminars at Soloplan GmbH, Software for logistics and planning, hereafter referred to as Soloplan GmbH:

- 1. Scope**
These conditions for participation apply for public seminars at Soloplan GmbH in Kempten and at Soloplan GmbH's national and international branch offices. On-site user trainings on the customer's premises remain unaffected by this.
- 2. Registration**
 - 2.1 Registration for a seminar needs to be made in writing, electronically via the Soloplan GmbH website or by fax, including the name of a contact person and the names of the participants. As the number of participants is limited for each seminar, the registrations are processed and accepted based on the order of their receipt.
 - 2.2 By registering for a seminar, the participant agrees to the present conditions of participation.
 - 2.3 The contact person will then receive a confirmation, including information on seminar schedules, seminar fees, as well as additional notes, if necessary.
 - 2.4 If the contact person does not receive a confirmation within one calendar week, Soloplan GmbH must be notified accordingly.
- 3. Cancellation/change of reservation**
 - 3.1 Cancellation is free of charge up to 14 workdays before the start of the seminar.
 - 3.2 If a reservation is changed or cancelled up to 7 workdays before the start of the seminar, 50% of the total seminar fees as well as a processing fee of 50 euros will be charged.
 - 3.3 If a reservation is changed or cancelled up to 3 workdays before the start of the seminar, 100% of the total seminar fees as well as a processing fee of 50 euros will be charged.
 - 3.4 Should Soloplan GmbH need to cancel a seminar, you will be reimbursed for all seminar fees paid. This results in no further entitlement to damages. We give no guarantee that seminars will be carried out.
 - 3.5 In the case described under 3.4, you can change your reservation free of charge.
 - 3.6 Naming of a replacement for the participants mentioned under 2.1 is possible at all times.
 - 3.7 The reservation for a seminar can only be changed once. For any additional alteration, you will be charged 100% of the seminar fees plus a processing fee of 50 euros.
- 4. Fees**
 - 4.1 The seminar fees are indicated in € and apply per participant.
 - 4.2 The seminar fees include all seminar documents as well as food and beverages provided to the participant during the seminar.
 - 4.3 The seminar fees are exclusive of statutory value-added tax.
 - 4.4 The seminar fees indicated are without engagement.
 - 4.5 Partial participation in or early leaving of the seminar by the participant does not entitle the participant to a reduction in seminar fees.
 - 4.6 The seminar fees need to have been credited to Soloplan GmbH's account 14 days prior to the beginning of the seminar at the latest.
 - 4.7 The seminar offer is only valid for the current year and does not apply to the following year.
- 5. Seminar topics**
 - 5.1 The seminar topics are described in more detail in the seminar overview and are binding for the participant.
 - 5.2 For reasons of long-term planning, Soloplan GmbH reserves the right to marginally modify the seminar topics described in the seminar overview.
 - 5.3 The seminar topics have been structured in a way that attentive participants can reach the seminar goal under the conditions stated in the seminar schedule. Soloplan assumes no liability for the success of the participants.
 - 5.4 The participant must contribute to the seminar.
 - 5.5 Participants must not bring personal storage devices to or use such devices during the seminars.
 - 5.6 Participants have no claim or right to any of the electronic data produced during the seminar.
 - 5.7 The exact training schedules can be found in the registration confirmation.
 - 5.8 Seminars consist of multiple parts and usually take several days. Due to relations and connections concerning content, it is not possible to only attend parts of a seminar.
- 6. Copyright**
 - 6.1 Soloplan GmbH reserves all rights to the documents provided during the seminars.
Any processing – electronic processing included – is prohibited.
 - 6.2 Participants are liable for any damage resulting from them passing on seminar documents without the written consent of Soloplan GmbH.
 - 6.3 Soloplan GmbH assumes no liability that the products or methods mentioned during the seminars are free of third-party property rights.
- 7. Programme versions**
 - 7.1 For training purposes, participants will also work independently on computers for some time during the seminars.
 - 7.2 For the seminars, Soloplan GmbH always uses the latest programme version available.
 - 7.3 The programme features covered during the seminar may include features that are not part of the software's standard scope.
 - 7.4 Due to different programme versions and the varying scope of the software installed at the customer's premises, we cannot guarantee that the participants will be able to use the knowledge about features and methods gathered during the seminars exactly as explained to them at their own place of work.
- 8. Data protection**
Soloplan GmbH stores and processes the personal data from the registration only within the framework of the applicable data protection regulations.
- 9. Liability**
Soloplan GmbH's liability is limited to grossly negligent or wilful acts of their employees.
- 10. Place of fulfilment**
The place of fulfilment are the respective company premises where the Academy takes place. If no exact specification is made, the place of fulfilment is Kempten/Allgäu.
- 11. Miscellaneous**
For all legal relationships between the participant and Soloplan, solely the law of the Federal Republic of Germany shall apply; in particular, the UN Convention on Contracts for the International Sale of Goods (CISG) shall not apply. It is clarified that this choice of law is also to be understood as such in the sense of Article 14, section 1 b) of Regulation (EC) No 864/2007 and shall thus also apply to non-contractual claims in the sense of this regulation. If, in individual cases, foreign law must mandatorily be applied, these GTCs are to be laid out in a way that the economic purpose they pursue is adhered to as far as possible.

Soloplan GmbH Software for logistics and planning · Illerhöhe 1 · 87437 Kempten
CEO Wolfgang and Fabian Heidl · HRB 5304 Kempten

CUSTOMER*

COMPANY

ADDRESS

CONTACT

PHONE

E-MAIL

Date

Signature

PARTICIPANT NAME 1

POSITION

E-MAIL

PARTICIPANT NAME 2

POSITION

E-MAIL

In accordance with Soloplan GmbH's conditions of participation for seminars, I hereby bindingly register the above-mentioned participants for the following seminar:

SEMINAR

DATE

VOUCHER NUMBER*

*If available

Online registrations under
www.soloplan.com/news-dates/academy
or via the QR code.





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Software for logistics
and planning

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Find us
across the world ...

Germany, France,
Poland, South Africa
and Spain

