

Training Newsletter Oct 2025

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StrataMax

Welcome to our
TRAINING NEWSLETTER

October 2025

Welcome to our Training Newsletter for October.

October is here, bringing fresh momentum as we move into the final stretch of the year. It's the perfect time to refocus, sharpen your skills, and make the most of the tools that keep your day running smoothly.

This month, as we get ready for daylight savings, we're excited to share updates designed to simplify everyday tasks, plus live training sessions that highlight some of StrataMax's most practical features. One highlight is our Levy Management session, where we will showcase recent enhancements shaped by valuable client feedback—helping you save time and work even more efficiently.

From boosting your contact management to streamlining communication and uncovering helpful shortcuts, there's something for everyone. Take a moment to explore what's on offer—we're here to help you finish the year strong!

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.

[The Power of the StrataMax Chatbot](#)

[Meeting Hub](#) | [The New Attendance Register](#)

Attendance Register Enhancements - Meeting Hub

We are excited to introduce the latest release of the [attendance register](#) in Meeting Hub, which features design improvements for easier management and preparation of meeting attendance. This update includes a more intuitive user interface, making it straightforward to distinguish between confirmed and unconfirmed attendees. There are also quick-add buttons to help manage unconfirmed attendees efficiently. Additionally, the update brings new icons and a refreshed screen displaying all owners and office bearers.

Address Look Up - Contact Card

Say goodbye to manual entry and hello to faster, smarter data management! With our latest release, Version 5.6.140, you can now take advantage of the built-in **Australian address lookup** directly within contact cards.

- **Seamless integration:** Quickly search and select addresses without leaving the contact card.
- **Comprehensive coverage:** Access verified Australian postal addresses for reliable accuracy.
- **Smarter formatting:** Abbreviations are built in to help fit field lengths with ease.
- **Instant population:** Once selected, the address flows across all three fields—ready for use or further editing.
- **Consistent results:** Addresses are presented in uppercase for uniformity.

This enhancement saves time, reduces errors, and ensures your records are complete and consistent—every time.

Contact Management & Roll

Why should I register for this session?

Managing contacts has continually evolved in recent years, with new features and improvements added along the way. This session will bring you up to speed on the latest updates in one of the most fundamental areas that every team member relies on.

Whether you're simply looking up phone numbers and email addresses, streamlining correspondence, or cleaning up records, this training will offer something useful for everyone.

Topics Covered

- How to use searches to simplify everyday lookups.
- Maximising the Roll and Other Contacts to send correspondence and levy notices using Report Distribution.
- Choosing the right Roll Report for the job.
- Cleaning and maintaining records with Contact Management tools.
- Best practices for managing Roll Submissions.

Thursday 16 October 2025 | 11:00 am AEST



Levy Management – Updates & Enhancements

Why should I register for this session?

Join our webinar where we'll revisit **Levy Management**. After receiving your valuable feedback, we've prioritised and implemented a range of changes and enhancements to make the process even smoother.

In this session, we'll provide a re-cap of **Levy Management**, highlight the new options introduced from your feedback, and demonstrate key updates including:

Topics Covered

- Adding Levies from Budget or Manually.
- Producing Levy Reports.
- Global Generation and Distribution process.
- Viewing copies of stored Levy Notices.
- Re-issuing Levy Notices.
- Enhancements for Meeting Hub motions that include Levy Management field data.

Tuesday 21 October 2025 | 11:00 am 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 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 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

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



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