Webinar Topics

Sandra Eamor - All About Systems can provide a variety of webinars for your organization to help your members build more efficient systems and work smarter, not harder!

Have something else in mind? Ask me!

5 STEPS TO SELECTING THE RIGHT SYSTEM FOR YOUR ORGANIZATION

So, you know you need a new system. Maybe it's an HR System to manage your people, a new tool to manage online bookings, or a CRM to better manage relationships with clients, members, volunteers or donors. How do you choose which one is best for your organization. Picking the wrong system could have a huge impact on your organization. This webinar will teach you 5 basic steps for making sure you are selecting the RIGHT system for YOUR organization while avoiding common pitfalls.

5 TIPS TO CREATE EFFICIENT ONLINE FORMS

Regardless of what systems you are using, online forms are the foundation of automation, and therefore the basis for increasing productivity in your organization. It all starts with capturing data correctly. Are you asking the right questions? Are you asking them in the right way? This webinar will teach you about the different types of forms you can use to collect data, the benefits of using online forms and 5 important tips on how to create efficient ones.

HOW TO CREATE A STANDARD OPERATING PROCEDURE

Success is the sum of small efforts, repeated day in and day out. A key component of ensuring you have efficient and effective operational systems is making sure your people, processes and technology are working together. One important way to ensure this, is to have clearly crafted SOPs. This webinar will teach you the basics on how to create a standard operating procedure and how to use them.

PROJECT MANAGEMENT 101 FOR SMALL ORGANIZATIONS

Have you struggled to apply big project management principles to your smaller organizational projects? Or do you just need a more efficient way to see your day-to-day mini-projects get completed? This webinar will break down big project management concepts so that you can apply them to projects in smaller organizations and teams.

HOW TO SUCCESSFULLY IMPLEMENT NEW SYSTEMS FOR SMALLER ORGANIZATIONS

Are you excited about that new system you bought and want to implement it ASAP? How do you make sure it doesn't fail? There are some key activities you should execute so that your implementation is a success. This webinar will help you create an implementation plan for a successful launch as well as taking into consideration future maintenance.

Learn More:

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ALL ABOUT SYSTEMS

Work Smarter, Not Harder

Building Efficient Operational Systems

WEBSITE

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WORK EXPERIENCE

Project Management, Business Analysis and System Implementation

All About Sytems / BA4Hire | Jan 2011 - present

Ontario Cannabis Store | Oct 2017 - present

Keous (Ontario School Boards) | Apr 2013 - Oct 2017

Ryerson University | Nov 2007 - Apr 2012

Starbucks Coffee Canada | Mar 2006 - Nov 2007

Primus Canada | Apr 2004 - Mar 2006

EDUCATIONAL HISTORY

Ryerson University

Bachelor of Commerce Awarded 2003
- Major: Information Technology Management
- Minor: Human Resources

Certificate in Business Analysis Awarded 2010

SKILLS SUMMARY

- ☑ Project Management
- ☑ Business Analysis/ Requirements Gathering
- ☑ Business Process Mapping
- ☑ Documentation
- ☑ Training

ACHIEVEMENTS

- Google Cloud Certified in G Suite
- ITIL® 4 Foundation CPD
- Netsquared Toronto Organizer
- President, One Parent Families Association

Sandra Eamor

ABOUT ME

I am passionate about helping small to medium sized nonprofits and businesses implement efficient operational systems. In addition to serving on nonprofit boards, I have also worked for organizations of every size and implemented many different types of systems and software. All About Systems helps small business owners and nonprofits select and implement the RIGHT systems, software, processes and technology for their operations. All About Systems works with your organization to help you GET THINGS DONE by bringing together people, processes and technology! We are passionate about helping you work smarter, not harder.Systems don't need to be scary. We can help make it easy!