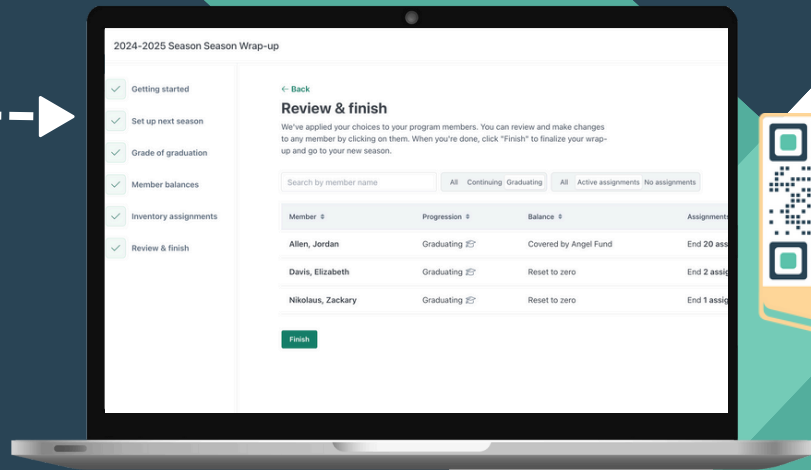




# EOY WRAP UP CHEAT SHEET

FOR NEW CUTTIME USERS



Close out your program's season with greater peace of mind. Welcome to a simplified workflow for progressing students individually or in bulk, and resolving outstanding balances and credits. You'll enjoy greater flexibility with the timing of your wrap up, plus the ability to move funds where they are needed.

## SEASON WRAP UP FLOW

Guided process to advance your Members into the new season, decide what to do with outstanding inventory assignments, and decide how to handle any remaining student balances in your current season.

## HANDLING EVENTS

Events created in the previous season can be duplicated into the new season. Use them to get a head start on creating next season's calendar.

## HANDLING GROUPS

Groups you created will carry into the next season with a blank slate. You can "clone" last season's roster and add the same members with the same position if desired.

## MOVING MEMBERS TO PROGRAMS

You can 'share' members with other programs within your school district. Perfect for students moving up from middle/junior high or transferring schools.

## HELPFUL ARTICLES

[Angel Fund and Credit Transfers](#)

[Handling Events](#)

[Handling Groups](#)

[Handling Users](#)

[Moving Students to New Programs](#)

[Seasons](#)

[Season Wrap Up Flow](#)

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