



SAP AUSTRALIAN USER GROUP

SAP Australian User Group Inc.

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Main Contact

SAUG Membership

Responsibilities

Communication

As the Main Contact you will be responsible for distributing information to all relevant people within your organisation. This may be newsletters, event invitations, research reports and questionnaires or discounts offered exclusively to SAUG Members.

Often, companies have various offices or subsidiaries. If necessary, the SAUG can set up a secondary contact within your company, to help with communications in those remote offices.

Subscription Fees

The Main Contact is responsible for processing of subscription invoices in a timely manner.

Cancellation of Membership

If your organisation wishes to cancel membership, please be aware that full payment of the annual fee is considered due until such time as written cancellation (this can be via email) is received by the SAUG.

Web Site

As part of your responsibilities you will need to inform employees of your organisation that they may apply for an account on the home page of the SAUG website www.saug.com.au. This will allow access to the secure area and member's network and access to the Members discussion forum for Ordinary members only. There is no limit to the number of user accounts your organisation may have. Account applications are approved based on email address.

Special Interest Groups

The SAUG currently have 9 Special Interest Groups or SIGS. All SAUG members are welcome to attend any SIG meetings and are encouraged to take a leadership role in helping to drive content and source speakers for these meetings. These are your groups to develop and support.

Encourage other employees to get involved in these groups as an inexpensive and vital way to gain knowledge on specific areas and increase your ROI.

ASUG – American User Group Membership

The ASUG is the largest SAP User Group in the world and offers a great amount of information and networking opportunities to our members. As the main contact, you must follow procedures to set up your company as an ASUG member under its SAUG membership status.

IT Publications

Your company will have access to discounts on various IT publications. You will be responsible for directing the interested employees of your organisation to this information.

Plenaries

The SAUG hold 3 Plenaries each year.

The SAUG may come to you to ascertain if registrations for your company exceed limits or if there is any question as to whether they are employees of your company.

Change in Main Contact Person

Should your job role change and a new person is to be nominated as the SAUG primary contact, you must advise the SAUG.

Summary

Once your company is a member of the SAUG, we will send you detailed instructions to help you fulfill your role.

If there are any questions pertaining to this role, please call the SAUG office on 02 9935 4642.

