



November 24, 2025

Hello Store Managers and Stores,

We're looking forward to bringing the new Vision POS to your store on **Monday, December 15.**

To help you and your store prepare, we've outlined the activities that should be completed leading up to your go-live.

Your primary focus for Monday and Tuesday should be store visits and clearing Aged Layaways. For the remainder of the week, please focus on units and our Black Friday/Cyber Monday promotions.

This Week (11/24 – 11/29)					
Step	Audience	Action	Start Date	End Date	Supporting Tool
1	Store Manager	Schedule any remaining Buddy Store Visits for all FT employees on open Training days between 11/20 – 12/13. REMINDER: Due to the holiday, no Buddy Store Visits should take place between 11/26 – 12/1.	11/20	11/25	Buddy Store List Buddy Store Scheduler
		Keep the following in mind when scheduling: • This is AOR-AOR training. Your employees should be assigned to their respective AOR at the Buddy Store. • Do not exceed more than two employees visiting the Buddy Store on the same day. • Your Buddy Store will not be sending an employee to your store to cover during your visits, so please schedule accordingly. • While you have been assigned a specific Buddy store, you may schedule visits with another Buddy store on the list depending on availability and proximity.			

	- DTU Learning System training is to be completed at your Buddy Store – not beforehand. - All Store Managers and Assistant Manager AORs must complete their DTU Learning System training and Buddy Store Visits no later than December 13 to go live with the Vision POS. NOTE: If an employee has worked in a Vision store within the last 60 days and is currently in an activation store, they are only required to complete the DTU Learning System training (ultimately at the discretion of the Store Manager). For employees who worked in a Vision store more than 60 days ago, they are required to complete both the DTU Learning System training and the Buddy Store visits. - Keep in close contact with your Buddy Store and AVP to help maintain alignment.				
2	Trainee at GR11 Store	Continue attending scheduled Buddy Store Visit	11/20	12/13	Trainer Assessment – Paper
	All Full-Time employees are expected to perform a full day in the Buddy Store. The day starts with the Trainee completing the Vision Learning Path training followed by Model, Teach, Coach hands-on experience alongside the assigned Trainer.				
3	Senior and Marketing	Review the latest list of Aged Layaways (six months and older) on the Final Cutover Activities tab and begin clearing them out. These MUST be cleared out from the POS no later than EOD Wednesday, December 10 to go live with the Vision POS.	11/24	12/10	Layaway and Gift Certificates Transition QRG Open Layaway List

NOTE: For additional details you can view the [Vision Buddy Store Responsibilities & Expectations](#) document and the [Buddy Store Visits KC page](#).

Keep in close contact with your assigned store and AVP to help maintain alignment.

If you have any questions, please contact your AVP.

Thank you for striving to be the BEST!