

WORKEXPO TRAINING TERM 4, 2013



INTRODUCTION TO WORKEXPO - FULL DAY TRAINING

VENUE: **Level 1, 440 Collins Street, Melbourne**
SESSION TIMES/COST: All training materials, computers, tea, coffee and lunch provided.

SESSION:
Introduction To WorkExpo
9:00 pm - 3:30 pm - Monday, 18 November 2013
\$396 per person and includes light lunch. (\$360 plus \$36 GST)

OVERVIEW: This course caters for teachers new to WorkExpo but is open to all. Topics covered include: using the system more productively, navigation, importing, ah-hoc reporting, end-of-year rollover, archiving printing tips, exporting and more.

.....✂️.....
Or send to: INFO PLAN SOFTWARE (ABN 35 665 677525)
PO Box 195, ELWOOD VIC 3184
Please accept my registration for WorkExpo training as indicated below.

WORKEXPO Training Sessions: Tick box

Monday, 18 November 2013 **INTRO TO WORKEXPO** (9:00 – 3:30)

Payment Method: (Select **one only**)

- Please send a tax invoice to my school for payment at a later date
- or
- I enclose a cheque for \$..... made payable to 'INFO PLAN'
- or
- Direct EFT deposit - Bendigo Bank BSB 633-000 A/C 1117-26956 'Info Plan'

NAME OF ATTENDEE(S):

SCHOOL:

ADDRESS:

EMAIL: