



# Training Schedule 2012

Gauteng (PTA, Centurion and JHB, Sandton)



**Autodesk®**  
Authorized Training Center  
Authorized Certification Center

[www.cadco.co.za](http://www.cadco.co.za)

## AutoCAD® | AutoCAD LT®

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>AutoCAD Essentials</b> (R3,700 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 23 – 25 Jan '12</li> <li>• 20-22 Feb '12</li> <li>• 19-21 Mar '12</li> <li>• 23-25 Apr '12</li> <li>• 28-30 May '12</li> <li>• 18-20 Jun '12</li> <li>• 16-18 Jul '12</li> <li>• 13-15 Aug '12</li> <li>• 15-17 Oct '12</li> <li>• 12-14 Nov '12</li> <li>• 03-05 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 11 – 13 Jan '12</li> <li>• 15 – 17 Feb '12</li> <li>• 14 – 16 Mar '12</li> <li>• 11 – 13 Apr '12</li> <li>• 09 – 11 May '12</li> <li>• 06 – 08 Jun '12</li> <li>• 04 – 06 Jul '12</li> <li>• 01 – 03 Aug '12</li> <li>• 29 – 31 Aug '12</li> <li>• 26 – 28 Sep '12</li> <li>• 24 – 26 Oct '12</li> <li>• 21 – 23 Nov '12</li> </ul>
<b>AutoCAD Advanced</b> (R3,900 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 23-25 Jan '12</li> <li>• 27-29 Feb '12</li> <li>• 09 – 11 April '12</li> <li>• 04-06 Jun'12</li> <li>• 27-29 Aug '12</li> <li>• 22-24 Oct '12</li> <li>• 10-12 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 18 – 20 Jan '12</li> <li>• 29 Feb – 02 Mar '12</li> <li>• 18 – 20 Apr '12</li> <li>• 13 – 15 Jun '12</li> <li>• 25 – 27 Jul '12</li> <li>• 12 – 14 Sep '12</li> <li>• 07 – 09 Nov '12</li> </ul>
<b>AutoCAD 3D Drawing and Modeling</b> (R4,000 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 30-31 Jan &amp; 1 Feb '12</li> <li>• 12-14 Mar '12</li> <li>• 07-09 May '12</li> <li>• 11-13 Jun '12</li> <li>• 09-11 Jul '12</li> <li>• 06-08 Aug '12</li> <li>• 03-05 Sep '12</li> <li>• 29-31 Oct'12</li> </ul>	<ul style="list-style-type: none"> <li>• 25 – 27 Jan '12</li> <li>• 07 – 09 Mar '12</li> <li>• 16 – 18 May '12</li> <li>• 27 -29 Jun '12</li> <li>• 22 – 24 Aug '12</li> <li>• 17 – 19 Oct '12</li> <li>• 12 -14 Dec '12</li> </ul>

## Autodesk® Inventor®

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Autodesk Inventor Essentials</b> (R5,500 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 11-13 Jan '12</li> <li>• 13 – 15 Feb '12</li> <li>• 19 – 21 Mar '12</li> <li>• 14 – 16 May '12</li> <li>• 04-06 Jun '12</li> <li>• 13-15 Aug '12</li> <li>• 17-19 Sep '12</li> <li>• 12-14 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 25 – 27 Jan '12</li> <li>• 07 – 09 Mar '12</li> <li>• 25 – 27 Apr '12</li> <li>• 13 – 15 Jun '12</li> <li>• 06 – 08 Aug '12</li> <li>• 03 – 05 Oct '12</li> <li>• 14 – 16 Nov '12</li> </ul>
<b>Autodesk Inventor Advanced</b> (R4,700)	<b>2 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>• 27 – 28 Feb '12</li> <li>• 23 – 24 Apr '12</li> <li>• 25 – 26 Jun '12</li> <li>• 03 – 04 Sep '12</li> <li>• 19 – 20 Nov '12</li> </ul>

# Autodesk® Revit® Suite (Architecture, Structure, MEP)

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>AutoCAD Revit Architectural Essentials</b> (R5,500 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 24-26 Jan '12</li> <li>• 06-08 Feb '12</li> <li>• 12-14 Mar '12</li> <li>• 26-28 Mar '12</li> <li>• 16-18 Apr '12</li> <li>• 14-16 May '12</li> <li>• 16-18 Jul '12</li> <li>• 25-27 Sep '12</li> <li>• 01-03 Oct '12</li> <li>• 21-23 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 18 – 20 Jan '12</li> <li>• 22 – 24 Feb '12</li> <li>• 28 – 30 Mar '12</li> <li>• 02 – 04 May '12</li> <li>• 06 – 08 Jun '12</li> <li>• 11 – 13 Jul '12</li> <li>• 15 – 17 Aug '12</li> <li>• 19 – 21 Sep '12</li> <li>• 31 Oct – 02 Nov '12</li> <li>• 05 – 07 Dec '12</li> </ul>
<b>AutoCAD Revit Architectural Advanced</b> (R4,700 P/P)	<b>2 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>• 06 – 07 Feb '12</li> <li>• 16 – 17 Apr '12</li> <li>• 18 – 19 Jun '12</li> <li>• 08 &amp; 10 Aug '12</li> <li>• 22 – 23 Oct '12</li> <li>• 10 – 11 Dec '12</li> </ul>
<b>AutoCAD Revit Structural Essentials</b> (R5,500 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 29 Feb &amp; 1-2 Mar '12</li> <li>• 02-04 Apr '12</li> <li>• 07-09 May '12</li> <li>• 06-08 Aug '12</li> </ul>	<ul style="list-style-type: none"> <li>• 08 – 10 Feb '12</li> <li>• 03 – 05 Apr '12</li> <li>• 13 -15 Jun '12</li> <li>• 22 – 24 Aug '12</li> <li>• 10 – 12 Oct '12</li> <li>• 12 – 14 Dec '12</li> </ul>
<b>AutoCAD Structural Detailing</b> (R4,700 P/P)	<b>2 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>• 13 – 14 Feb '12</li> <li>• 14 – 15 May '12</li> <li>• 23 – 24 Jul '12</li> <li>• 15 – 16 Oct '12</li> </ul>
<b>AutoCAD Revit MEP Essentials</b> (R5,500 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 17-19 Jan '12</li> <li>• 20-22 Feb '12</li> <li>• 21-23 May '12</li> <li>• 25-27 Jul '12</li> <li>• 10-12 Sep '12</li> <li>• 05-07 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 13 – 15 Feb '12</li> <li>• 18 – 20 Apr '12</li> <li>• 20 – 22 Jun '12</li> <li>• 05 – 07 Sep '12</li> <li>• 12 – 14 Nov '12</li> </ul>
<b>AutoCAD Revit MEP Advanced</b>		TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>

# Autodesk® 3D Max® Design

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Autodesk 3D Max Design Essentials</b> (R5,500 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 30 Jan – 01 Feb '12</li> <li>• 26-28 Mar '12</li> <li>• 30-31 Jul and 02 Aug '12</li> <li>• 19-21 Sep '12</li> <li>• 03 – 05 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 06 – 08 Feb '12</li> <li>• 09 – 11 May '12</li> <li>• 18 – 20 Jul '12</li> <li>• 17 – 19 Sep '12</li> <li>• 07 – 09 Nov '12</li> </ul>

<b>Autodesk 3D Max Design Advanced</b>		TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>
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## AutoCAD® Plant 3D | P&ID

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>AutoCAD 3D Plant Essentials (R5,700 P/P)</b>	<b>3 Days</b>	<ul style="list-style-type: none"> <li>13-15 Feb '12</li> <li>10-12 Apr '12</li> <li>26-28 June '12</li> <li>20-22 Aug '12</li> <li>15-17 Oct '11</li> </ul>	<ul style="list-style-type: none"> <li>29 Feb – 02 Mar '12</li> <li>20 – 22 Jun '12</li> <li>20 – 22 Aug '12</li> <li>21 – 23 Nov '12</li> </ul>
<b>AutoCAD Plant 3D Advanced</b>		TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>
<b>AutoCAD P&amp;ID Essentials (R5,500 P/P)</b>	<b>2 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>16 – 17 Jan '12</li> <li>19 – 20 Mar '12</li> <li>14 – 15 May '12</li> <li>09 – 11 Jul '12</li> <li>03 – 04 Sep '12</li> <li>19 – 20 Nov '12</li> </ul>

## AutoCAD® Electrical

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>AutoCAD Electrical Essentials (R4,700 P/P)</b>	<b>3 Days</b>	<ul style="list-style-type: none"> <li>08-10 Feb '12</li> <li>18-20 Apr '12</li> <li>20-22 June'12</li> <li>15-17 Aug '12</li> <li>08- 10 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>22 – 24 Feb '12</li> <li>21 – 23 May '12</li> <li>09– 11 Jul '12</li> <li>29 – 31 Aug '12</li> <li>26 – 28 Nov '12</li> </ul>

## Autodesk® Ecotect® Analysis

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Autodesk Ecotect Analysis Essentials (R5,500 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>30-31 Jan '12</li> <li>16-17 Apr '12</li> <li>23-24 Jul '12</li> <li>11-12 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>23 – 24 Jan '12</li> <li>26 – 27 Mar '12</li> <li>18 – 19 Jun '12</li> <li>10 – 11 Sep '12</li> <li>05 – 06 Nov '12</li> </ul>

## AutoCAD® Civil 3D

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>AutoCAD Civil 3D Essentials (R5,500 P/P)</b>	<b>3 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>01 – 03 Feb '12</li> <li>28 – 30 Mar '12</li> <li>16 – 18 May '12</li> <li>11 – 13 Jul '12</li> <li>05 – 07 Sep '12</li> <li>31 Oct – 02 Nov '12</li> </ul>

<b>AutoCAD Civil 3D Advanced</b> (R5,700 P/P)	<b>2 Days</b>	TBA, Please let us know if you are interested in attending by sending an email to <a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	<ul style="list-style-type: none"> <li>• 09 – 10 Feb '12</li> <li>• 24 – 25 May '12</li> <li>• 20 – 21 Aug '12</li> <li>• 05 – 06 Nov '12</li> </ul>
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## General

Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Managing a drawing office</b> (R3,900 P/P)	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 22 – 24 Feb '12</li> <li>• 11 – 13 April '12</li> <li>• 02 – 04 July '12</li> <li>• 17 – 19 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 05 – 07 Mar '12</li> <li>• 02 – 04 May '12</li> <li>• 11 – 13 July '12</li> <li>• 01 – 03 Oct '12</li> </ul>
<b>Introduction to Technical Drawings</b> (R1,200 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 17 Feb '12</li> <li>• 20 April '12</li> <li>• 15 June '12</li> <li>• 10 Aug '12</li> <li>• 02 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 14 Feb '12</li> <li>• 10 April '12</li> <li>• 05 June '12</li> <li>• 31 July '12</li> <li>• 25 Sep '12</li> <li>• 20 Nov '12</li> </ul>

## Contact Us

	Centurion, PTA	Sandton, JHB
<b>Physical Address</b>	<b>Centurion Gate Shopping Centre</b> Cnr John Vorster Ave and Akkerboom Street 1C – Level 2, Suite 3B/3 Centurion	<b>Grayston Ridge Office Park</b> Block A - Ground Floor 144 Katherine Street (Cnr. Grayston Drive) Sandown, Sandton
<b>PTA Centurion Campus Tel:</b>	+27 12 663 2209 / +27 12 643 0183	
<b>JHB Sandton Campus Tel:</b>	+27 12 663 2209 / +27 12 643 0183	
<b>Fax:</b>	+27 86 692 9234	
<b>General Enquiries:</b>	<a href="mailto:info@cadco.co.za">info@cadco.co.za</a>	
<b>Training Enquiries:</b>	<a href="mailto:training@cadco.co.za">training@cadco.co.za</a>	
<b>Terms and Conditions:</b>	<ol style="list-style-type: none"> <li>1. The CAD Corporation retains the right to change this calendar without any notification.</li> <li>2. An Autodesk Certified training manual will be provided to all training students.</li> <li>3. For the latest calendar please consult our website <a href="http://www.cadco.co.za">www.cadco.co.za</a>.</li> <li>4. All the above courses are also offered on a cost effective On-Site basis.</li> <li>5. All the above mentioned prices are per person and exclude VAT.</li> </ol>	
<b>Booking Procedures</b>	<ol style="list-style-type: none"> <li>1. Should you wish to make a booking please complete the booking form and fax/email it back to us. After receipt, a tax invoice will be issued for payment together with the full details of the course. A final booking can only be made once payment has been received.</li> </ol>	
<b>Cancelation Policy</b>	<ol style="list-style-type: none"> <li>1. A minimum of 5 working days is required for cancelations. A full refund will be given if a 5 working days notice is given.</li> <li>2. 100% of the course fee will apply if cancelation is given with less than 5 working day's notice.</li> </ol>	



## Microsoft SQL Server



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
Microsoft SQL Server For Beginners (R4,499 P/P)	3 Days	<ul style="list-style-type: none"> <li>• 20-22 Feb '12</li> <li>• 12-14 Mar '12</li> <li>• 02-04 May '12</li> <li>• 20-22 Jun '12</li> <li>• 06-08 Aug '12</li> <li>• 19-21 Sep '12</li> <li>• 29-30 Oct '12</li> <li>• 03-05 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 25 – 27 Jan '12</li> <li>• 11 – 13 Apr '12</li> <li>• 09 – 11 May '12</li> <li>• 06 – 08 Jun '12</li> <li>• 01 – 03 Aug '12</li> <li>• 26 – 28 Sep '12</li> <li>• 24 – 26 Oct '12</li> <li>• 28 – 30 Nov '12</li> </ul>
Microsoft SQL Server Administrator for Professionals (R6,399 P/P)	3 Days	<ul style="list-style-type: none"> <li>• 27-29 Feb '12</li> <li>• 26-28 Mar '12</li> <li>• 14-16 May '12</li> <li>• 02-04 Jul '12</li> <li>• 22-24 Aug '12</li> <li>• 01-03 Oct '12</li> <li>• 21-23 Nov '12</li> <li>• 12-14 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 15 – 17 Feb '12</li> <li>• 25 – 27 Apr '12</li> <li>• 27 – 29 Jun '12</li> <li>• 12 – 14 Sep '12</li> <li>• 07 – 09 Nov '12</li> </ul>
Microsoft SQL Server Reporting Services (R3,999 P/P)	2 Days	<ul style="list-style-type: none"> <li>• 08-09 Mar '12</li> <li>• 10-11 Apr '12</li> <li>• 30-31 Jul '12</li> <li>• 13-14 Aug '12</li> <li>• 26-27 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 13 – 14 Feb '12</li> <li>• 16 – 17 Apr '12</li> <li>• 11 – 12 Jun '12</li> <li>• 20 – 21 Aug '12</li> <li>• 15 – 16 Oct '12</li> <li>• 11 – 12 Dec '12</li> </ul>

## Microsoft Office



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
Microsoft Word For Beginners (R1,299 P/P)	1 Day	<ul style="list-style-type: none"> <li>• 10 Jan '12</li> <li>• 07 Feb '12</li> <li>• 14 Mar '12</li> <li>• 16 Apr '12</li> <li>• 21 May '12</li> <li>• 05 Jun '12</li> <li>• 02 Jul '12</li> </ul>	<ul style="list-style-type: none"> <li>• 17 Jan '12</li> <li>• 21 Feb '12</li> <li>• 27 Mar '12</li> <li>• 24 Apr '12</li> <li>• 22 May '12</li> <li>• 19 Jun '12</li> <li>• 17 Jul '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 21 Aug '12</li> <li>• 28 Sep '12</li> <li>• 09 Oct '12</li> <li>• 01 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 14 Aug '12</li> <li>• 18 Sep '12</li> <li>• 16 Oct '12</li> <li>• 20 Nov '12</li> </ul>
<b>Microsoft Word For Intermediate Users (R1,399 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 26 Jan '12</li> <li>• 15 Feb '12</li> <li>• 19 Mar '12</li> <li>• 25 Apr '12</li> <li>• 22 May '12</li> <li>• 13 Jun '12</li> <li>• 03 Jul '12</li> <li>• 27 Aug '12</li> <li>• 15 Oct '12</li> <li>• 02 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 24 Jan '12</li> <li>• 07 Mar '12</li> <li>• 17 Apr '12</li> <li>• 29 May '12</li> <li>• 10 Jul '12</li> <li>• 21 Aug '12</li> <li>• 02 Oct '12</li> <li>• 13 Nov '12</li> </ul>
<b>Microsoft Word For Advanced Users (R1,499 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 29 Feb '12</li> <li>• 26 Mar '12</li> <li>• 26 Apr '12</li> <li>• 23 May '12</li> <li>• 14 Jun '12</li> <li>• 04 Jul '12</li> <li>• 04 Sep '12</li> <li>• 16 Oct '12</li> <li>• 05 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Jan '12</li> <li>• 12 Mar '12</li> <li>• 02 May '12</li> <li>• 04 Jun '12</li> <li>• 23 Jul '12</li> <li>• 27 Aug '12</li> <li>• 08 Oct '12</li> <li>• 28 Nov '12</li> </ul>
<b>Microsoft Excel for Beginners (R1,299 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 23 Jan '12</li> <li>• 08 Feb '12</li> <li>• 13 Mar '12</li> <li>• 11 Apr '12</li> <li>• 24 May '12</li> <li>• 08 Jun '12</li> <li>• 05 Jul '12</li> <li>• 22 Aug '12</li> <li>• 10 Oct '12</li> <li>• 06 Nov '12</li> <li>• 03 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 21 Jan '12</li> <li>• 24 Mar '12</li> <li>• 19 May '12</li> <li>• 14 Jul '12</li> <li>• 15 Sep '12</li> <li>• 17 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 18 Jan '12</li> <li>• 22 Feb '12</li> <li>• 28 Mar '12</li> <li>• 25 Apr '12</li> <li>• 23 May '12</li> <li>• 20 Jun '12</li> <li>• 18 Jul '12</li> <li>• 15 Aug '12</li> <li>• 19 Sep '12</li> <li>• 17 Oct '12</li> <li>• 21 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 04 Feb '12</li> <li>• 14 Apr '12</li> <li>• 30 Jun '12</li> <li>• 18 Aug '12</li> <li>• 03 Nov '12</li> </ul>
<b>Microsoft Excel for Intermediate Users (R1,399 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 25 Jan '12</li> <li>• 16 Feb '12</li> <li>• 20 Mar '12</li> <li>• 23 Apr '12</li> <li>• 25 May '12</li> <li>• 11 Jun '12</li> <li>• 06 Jul '12</li> <li>• 28 Aug '12</li> <li>• 29 Oct '12</li> <li>• 07 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 27 Feb '12</li> <li>• 04 Apr '12</li> <li>• 07 May '12</li> <li>• 30 May '12</li> <li>• 02 Jul '12</li> <li>• 30 Jul '12</li> <li>• 22 Aug '12</li> <li>• 27 Sep '12</li> <li>• 22 Oct '12</li> <li>• 26 Nov '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 04 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 28 Jan '12</li> <li>• 31 Mar '12</li> <li>• 26 May '12</li> <li>• 21 Jul '12</li> <li>• 22 Sep '12</li> <li>• 24 Nov '12</li> </ul>	<p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 11 Feb '12</li> <li>• 21 Apr '12</li> <li>• 07 Jul '12</li> <li>• 25 Aug '12</li> <li>• 10 Nov '12</li> </ul>
<b>Microsoft Excel for Advanced Users (R1,499 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 27 Jan '12</li> <li>• 21 Feb '12</li> <li>• 27 Mar '12</li> <li>• 24 Apr '12</li> <li>• 26 May '12</li> <li>• 12 Jun '12</li> <li>• 09 Jul '12</li> <li>• 05 Sep '12</li> <li>• 30 Oct '12</li> <li>• 08 Nov '12</li> <li>• 05 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 31 Jan '12</li> <li>• 28 Feb '12</li> <li>• 05 Apr '12</li> <li>• 08 May '12</li> <li>• 06 Jun '12</li> <li>• 03 Jul '12</li> <li>• 31 Jul '12</li> <li>• 28 Aug '12</li> <li>• 28 Sep '12</li> <li>• 23 Oct '12</li> <li>• 27 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 18 Feb '12</li> <li>• 28 Apr '12</li> <li>• 14 Jul '12</li> <li>• 01 Sep '12</li> <li>• 17 Nov '12</li> </ul>
<b>Microsoft Excel VBA Programming (R4,599 P/P)</b>	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 27-29 Feb '12</li> <li>• 02-04 Apr '12</li> <li>• 04-06 Jun '12</li> <li>• 15-17 Aug '12</li> <li>• 01-03 Oct '12</li> <li>• 28-30 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 08 – 10 Feb '12</li> <li>• 11 – 13 Apr '12</li> <li>• 13 – 15 Jun '12</li> <li>• 06 – 08 Aug '12</li> <li>• 05 – 07 Sep '12</li> <li>• 10 – 12 Oct '12</li> </ul>
<b>Microsoft PowerPoint for Beginners (R1,399 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 16 Jan '12</li> <li>• 09 Feb '12</li> <li>• 15 Mar '12</li> <li>• 12 Apr '12</li> <li>• 07 May '12</li> <li>• 06 Jun '12</li> <li>• 10 Jul '12</li> <li>• 23 Aug '12</li> <li>• 19 Sep '12</li> <li>• 11 Oct '12</li> <li>• 09 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 19 Jan '12</li> <li>• 23 Feb '12</li> <li>• 29 Mar '12</li> <li>• 26 Apr '12</li> <li>• 24 May '12</li> <li>• 21 Jun '12</li> <li>• 19 Jul '12</li> <li>• 16 Aug '12</li> <li>• 20 Sep '12</li> <li>• 18 Oct '12</li> <li>• 22 Nov '12</li> </ul>
<b>Microsoft PowerPoint for Intermediate &amp; Advanced Users (R1,499 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 17 Jan '12</li> <li>• 17 Feb '12</li> <li>• 22 Mar '12</li> <li>• 20 Apr '12</li> <li>• 08 May '12</li> <li>• 18 Jun '12</li> <li>• 11 Jul '12</li> <li>• 29 Aug '12</li> <li>• 20 Sep '12</li> <li>• 31 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>• 26 Jan '12</li> <li>• 08 Mar '12</li> <li>• 19 Apr '12</li> <li>• 31 May '12</li> <li>• 12 Jul '12</li> <li>• 23 Aug '12</li> <li>• 04 Oct '12</li> <li>• 15 Nov '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 12 Nov '12</li> <li>• 06 Dec '12</li> </ul>	
<b>Microsoft Outlook for Beginners (R1,299 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 19 Jan '12</li> <li>• 10 Feb '12</li> <li>• 16 Mar '12</li> <li>• 13 Apr '12</li> <li>• 09 May '12</li> <li>• 07 Jun '12</li> <li>• 13 Jul '12</li> <li>• 24 Aug '12</li> <li>• 27 Sep '12</li> <li>• 12 Oct '12</li> <li>• 13 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 20 Jan '12</li> <li>• 24 Feb '12</li> <li>• 30 Mar '12</li> <li>• 27 Apr '12</li> <li>• 25 May '12</li> <li>• 22 Jun '12</li> <li>• 20 Jul '12</li> <li>• 17 Aug '12</li> <li>• 21 Sep '12</li> <li>• 19 Oct '12</li> <li>• 23 Nov '12</li> </ul>
<b>Microsoft Outlook for Intermediate Users (R1,399 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 23 Jan '12</li> <li>• 20 Feb '12</li> <li>• 23 Mar '12</li> <li>• 25 Apr '12</li> <li>• 10 May '12</li> <li>• 19 Jun '12</li> <li>• 16 Jul '12</li> <li>• 30 Aug '12</li> <li>• 28 Sep '12</li> <li>• 25 Oct '12</li> <li>• 14 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 27 Jan '12</li> <li>• 09 Mar '12</li> <li>• 20 Apr '12</li> <li>• 01 Jun '12</li> <li>• 13 Jul '12</li> <li>• 24 Aug '12</li> <li>• 05 Oct '12</li> <li>• 16 Nov '12</li> </ul>
<b>Microsoft Outlook for Advanced Users (R1,499 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 27 Feb '12</li> <li>• 26 Mar '12</li> <li>• 26 Apr '12</li> <li>• 11 May '12</li> <li>• 20 Jun '12</li> <li>• 17 Jul '12</li> <li>• 06 Sep '12</li> <li>• 26 Oct '12</li> <li>• 15 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 01 Feb '12</li> <li>• 14 Mar '12</li> <li>• 04 May '12</li> <li>• 05 Jun '12</li> <li>• 24 Jul '12</li> <li>• 29 Aug '12</li> <li>• 09 Oct '12</li> <li>• 29 Nov '12</li> </ul>
<b>Microsoft Access for Beginners (R1,599 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 11 Jan '12</li> <li>• 22 Feb '12</li> <li>• 07 Mar '12</li> <li>• 03 May '12</li> <li>• 25 Jun '12</li> <li>• 23 Jul '12</li> <li>• 08 Aug '12</li> <li>• 22 Oct '12</li> <li>• 16 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 25 Jan '12</li> <li>• 05 Mar '12</li> <li>• 18 Apr '12</li> <li>• 23 May '12</li> <li>• 11 Jul '12</li> <li>• 13 Aug '12</li> <li>• 03 Oct '12</li> <li>• 14 Nov '12</li> </ul>
<b>Microsoft Access for Intermediate Users (R1,699 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 12 Jan '12</li> <li>• 23 Feb '12</li> <li>• 08 Mar '12</li> <li>• 04 May '12</li> <li>• 26 Jun '12</li> <li>• 24 Jul '12</li> <li>• 31 Aug '12</li> <li>• 23 Oct '12</li> <li>• 23 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Jan '12</li> <li>• 12 Mar '12</li> <li>• 23 Apr '12</li> <li>• 04 Jun '12</li> <li>• 16 Jul '12</li> <li>• 27 Aug '12</li> <li>• 08 Oct '12</li> <li>• 19 Nov '12</li> </ul>
<b>Microsoft Access for Advanced Users (R1,799 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 13 Jan '12</li> <li>• 24 Feb '12</li> </ul>	<ul style="list-style-type: none"> <li>• 31 Jan '12</li> <li>• 13 Mar '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 09 Mar '12</li> <li>• 07 May '12</li> <li>• 27 Jun '12</li> <li>• 25 Jul '12</li> <li>• 03 Sep '12</li> <li>• 24 Oct '12</li> <li>• 30 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 24 Apr '12</li> <li>• 05 Jun '12</li> <li>• 17 Jul '12</li> <li>• 28 Aug '12</li> <li>• 09 Oct '12</li> <li>• 20 Nov '12</li> </ul>
<b>Microsoft Visio for Beginners (R1,699 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 09 Feb '12</li> <li>• 02 Apr '12</li> <li>• 21 Jun '12</li> <li>• 02 Aug '12</li> <li>• 18 Oct '12</li> <li>• 06 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 12 Jan '12</li> <li>• 05 Mar '12</li> <li>• 02 May '12</li> <li>• 25 Jun '12</li> <li>• 03 Sep '12</li> <li>• 29 Oct '12</li> <li>• 03 Dec '12</li> </ul>
<b>Microsoft Visio for Advanced Users (R1,899 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 10 Feb '12</li> <li>• 03 Apr '12</li> <li>• 22 Jun '12</li> <li>• 03 Aug '12</li> <li>• 19 Oct '12</li> <li>• 07 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 13 Jan '12</li> <li>• 06 Mar '12</li> <li>• 03 May '12</li> <li>• 26 Jun '12</li> <li>• 04 Sep '12</li> <li>• 30 Oct '12</li> <li>• 04 Dec '12</li> </ul>
<b>Microsoft Project for Beginners (R1,699 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 23 Feb '12</li> <li>• 13 Mar '12</li> <li>• 24 Apr '12</li> <li>• 17 May '12</li> <li>• 14 Jun '12</li> <li>• 02 Aug '12</li> <li>• 20 Sep '12</li> <li>• 25 Oct '12</li> <li>• 22 Nov '12</li> <li>• 05 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 24 Mar '12</li> <li>• 21 Jul '12</li> <li>• 15 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 02 Feb '12</li> <li>• 01 Mar '12</li> <li>• 04 Apr '12</li> <li>• 03 May '12</li> <li>• 31 May '12</li> <li>• 28 Jun '12</li> <li>• 26 Jul '12</li> <li>• 06 Sep '12</li> <li>• 11 Oct '12</li> <li>• 08 Nov '12</li> <li>• 06 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 03 Mar '12</li> <li>• 26 May '12</li> <li>• 18 Aug '12</li> <li>• 20 Oct '12</li> </ul>
<b>Microsoft Project for Advanced Users (R1,899 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 24 Feb '12</li> <li>• 14 Mar '12</li> <li>• 25 Apr '12</li> <li>• 18 May '12</li> <li>• 15 Jun '12</li> <li>• 03 Aug '12</li> <li>• 21 Sep '12</li> <li>• 26 Oct '12</li> <li>• 23 Nov '12</li> <li>• 06 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 31 Mar '12</li> <li>• 28 Jul '12</li> <li>• 22 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 03 Feb '12</li> <li>• 02 Mar '12</li> <li>• 05 Apr '12</li> <li>• 04 May '12</li> <li>• 01 Jun '12</li> <li>• 29 Jun '12</li> <li>• 27 Jul '12</li> <li>• 07 Sep '12</li> <li>• 12 Oct '12</li> <li>• 09 Nov '12</li> <li>• 07 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 10 Mar '12</li> <li>• 02 Jun '12</li> </ul>

			<ul style="list-style-type: none"> <li>• 25 Aug '12</li> <li>• 27 Oct '12</li> </ul>
<b>Project Management Fundamentals (R1,899 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 22 Feb '12</li> <li>• 12 Mar '12</li> <li>• 23 Apr '12</li> <li>• 21 May '12</li> <li>• 13 Jun '12</li> <li>• 01 Aug '12</li> <li>• 19 Sep '12</li> <li>• 24 Oct '12</li> <li>• 21 Nov '12</li> <li>• 07 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 17 Mar '12</li> <li>• 14 Jul '12</li> <li>• 08 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 01 Feb '12</li> <li>• 29 Feb '12</li> <li>• 03 Apr '12</li> <li>• 02 May '12</li> <li>• 30 May '12</li> <li>• 27 Jun '12</li> <li>• 25 Jul '12</li> <li>• 05 Sep '12</li> <li>• 10 Oct '12</li> <li>• 07 Nov '12</li> <li>• 05 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 25 Feb '12</li> <li>• 19 May '12</li> <li>• 11 Aug '12</li> <li>• 13 Oct '12</li> </ul>
<b>Project Management Bundle (R4,599 P/P)</b>	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 22-24 Feb '12</li> <li>• 12-14 Mar '12</li> <li>• 23-25 Apr '12</li> <li>• 17-18 &amp; 19 May '12</li> <li>• 13-15 Jun '12</li> <li>• 01-03 Aug '12</li> <li>• 19-21 Sep '12</li> <li>• 24-26 Oct '12</li> <li>• 21-23 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 17, 24 &amp; 31 Mar '12</li> <li>• 14, 21 &amp; 28 Jul '12</li> <li>• 08, 15 &amp; 22 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 01 – 03 Feb '12</li> <li>• 29 Feb – 02 Mar '12</li> <li>• 03 – 05 Apr '12</li> <li>• 02 – 04 May '12</li> <li>• 30 May – 01 Jun '12</li> <li>• 27 – 29 Jun '12</li> <li>• 25 – 27 Jul '12</li> <li>• 05 – 07 Sep '12</li> <li>• 10 – 12 Oct '12</li> <li>• 07 – 09 Nov '12</li> <li>• 05 – 07 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 25 Feb, 03 &amp; 10 Mar '12</li> <li>• 19 &amp; 26 May and 02 Jun '12</li> <li>• 11, 18 &amp; 25 Aug '12</li> <li>• 13, 20 &amp; 27 Oct '12</li> </ul>
<b>Microsoft Office All In One (R5,999 P/P)</b>	<b>5 Days</b>	<ul style="list-style-type: none"> <li>• Feb '12 06-10</li> <li>• Mar '12 12-16</li> <li>• &amp; 16 Apr '12 10-13</li> <li>• Jun '12 04-08</li> <li>• Aug '12 20-24</li> <li>• Oct '12 08-12</li> </ul>	<ul style="list-style-type: none"> <li>• 16 – 20 Jan '12</li> <li>• 20 – 24 Feb '12</li> <li>• 26 – 30 Mar '12</li> <li>• 23 – 27 Apr '12</li> <li>• 21 – 25 May '12</li> <li>• 18 – 22 Jun '12</li> <li>• 16 – 20 Jul '12</li> <li>• 14 – 17 Aug '12</li> <li>• 17 – 21 Sep '12</li> <li>• 15 – 19 Oct '12</li> <li>• 19 – 23 Nov '12</li> </ul>
<b>Microsoft Office 2010 New Features (R1,299 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 01 Feb '12</li> <li>• 04 Apr '12</li> <li>• 12 Jun '12</li> <li>• 08 Aug '12</li> </ul>	<ul style="list-style-type: none"> <li>• 20 Feb '12</li> <li>• 30 Apr '12</li> <li>• 02 Jul '12</li> <li>• 11 Sep '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 17 Oct '12</li> <li>• 04 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 10 Dec '12</li> </ul>
<b>Microsoft Introduction to SharePoint 2010</b> (1,899 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 10 Feb '12</li> <li>• 02 Mar '12</li> <li>• 18 Apr '12</li> <li>• 14 May '12</li> <li>• 02 Jul '12</li> <li>• 20 Aug '12</li> <li>• 01 Oct '12</li> <li>• 26 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Jan '12</li> <li>• 12 Mar '12</li> <li>• 07 May '12</li> <li>• 25 Jun '12</li> <li>• 27 Aug '12</li> <li>• 28 Oct '12</li> </ul>
<b>Microsoft SharePoint Power User Training</b> (R3,699 P/P)	<b>2 Day</b>	<ul style="list-style-type: none"> <li>• 13-14 Feb '12</li> <li>• 05-06 Mar '12</li> <li>• 19-20 Apr '12</li> <li>• 15-16 May '12</li> <li>• 03-04 Jul '12</li> <li>• 21-22 Aug '12</li> <li>• 02-03 Oct '12</li> <li>• 27-28 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 31 Jan – 01 Feb '12</li> <li>• 13 – 14 Mar '12</li> <li>• 08 – 09 May '12</li> <li>• 26 – 27 Jun '12</li> <li>• 28 – 29 Aug '12</li> <li>• 29 – 31 Oct '12</li> </ul>
<b>Microsoft SharePoint Administrator</b> (R3,899 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 15-16 Feb '12</li> <li>• 07-08 Mar '12</li> <li>• 23-24 Apr '12</li> <li>• 17-18 May '12</li> <li>• 05-06 Jul '12</li> <li>• 23-24 Aug '12</li> <li>• 04-05 Oct '12</li> <li>• 29-30 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 02 – 03 Feb '12</li> <li>• 15 – 16 Mar '12</li> <li>• 10 – 11 May '12</li> <li>• 28 – 29 Jun '12</li> <li>• 30 – 31 Aug '12</li> <li>• 01 – 02 Nov '12</li> </ul>

## Windows 7



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Windows 7 For Beginners</b> (R1,299 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 06 Feb '12</li> <li>• 12 Mar '12</li> <li>• 10 Apr '12</li> <li>• 04 Jun '12</li> <li>• 20 Jul '12</li> <li>• 07 Aug '12</li> <li>• 03 Sep '12</li> <li>• 08 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>• 16 Jan '12</li> <li>• 20 Feb '12</li> <li>• 26 Mar '12</li> <li>• 23 Apr '12</li> <li>• 21 May '12</li> <li>• 18 Jun '12</li> <li>• 16 Jul '12</li> <li>• 13 Aug '12</li> <li>• 17 Sep '12</li> <li>• 15 Oct '12</li> <li>• 19 Nov '12</li> </ul>

## Improving Your Typing Skill



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Improving Your Typing Skill</b> (R1,100 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 24 Jan '12</li> <li>• 03 Feb '12</li> <li>• 09 Mar '12</li> <li>• 11 Apr '12</li> <li>• 16 May '12</li> <li>• 11 Jun '12</li> </ul>	<ul style="list-style-type: none"> <li>• 23 Jan '12</li> <li>• 06 Mar '12</li> <li>• 16 Apr '12</li> <li>• 28 May '12</li> <li>• 09 Jul '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 27 July '12</li> <li>• 06 Aug '12</li> <li>• 14 Sep '12</li> <li>• 23 Oct '12</li> <li>• 02 Nov '12</li> <li>• 07 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 20 Aug '12</li> <li>• 01 Oct '12</li> <li>• 12 Nov '12</li> </ul>
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## Google SketchUp



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Google SketchUp for Beginners</b> (R2,599 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 19-20 Jan '12</li> <li>• 08-09 Mar '12</li> <li>• 07-08 May '12</li> </ul>	<ul style="list-style-type: none"> <li>• 10 – 11 Jan '12</li> <li>• 19 – 20 Mar '12</li> <li>• 28 – 29 May '12</li> <li>• 30 – 31 Jul '12</li> <li>• 25 – 26 Sep '12</li> <li>• 26 – 27 Nov '12</li> </ul>
<b>Google SketchUp for Intermediate &amp; Advanced Users</b> (R3,199 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 06-07 Feb '12</li> <li>• 19-20 Mar '12</li> <li>• 09-10 May '12</li> </ul>	<ul style="list-style-type: none"> <li>• 27 – 28 Feb '12</li> <li>• 22 – 23 Mar '12</li> <li>• 11 – 12 Jun '12</li> <li>• 13 – 14 Aug '12</li> <li>• 01 – 02 Oct '12</li> <li>• 03 – 04 Dec '12</li> </ul>

## Adobe Creative Suite



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Adobe Photoshop for Beginners</b> (R2,699 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 26-27 Jan '12</li> <li>• 06-07 Feb '12</li> <li>• 05-06 Mar '12</li> <li>• 16-17 April '12</li> <li>• 14-15 May '12</li> <li>• 07-08 Jun '12</li> <li>• 19-20 Jul '12</li> <li>• 13-14 Aug '12</li> <li>• 06-07 Sep '12</li> <li>• 03-04 Oct '12</li> <li>• 13-14 Nov '12</li> <li>• 10-11 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 25 Feb &amp; 03 Mar '12</li> <li>• 14&amp;21 Apr '12</li> <li>• 02&amp;09 Jun '12</li> <li>• 18&amp;25 Aug '12</li> </ul>	<ul style="list-style-type: none"> <li>• 19 – 20 Jan '12</li> <li>• 23 -2 4 Feb '12</li> <li>• 29 – 30 Mar '12</li> <li>• 26 – 27 Apr '12</li> <li>• 24 – 25 May '12</li> <li>• 21 – 22 Jun '12</li> <li>• 17 – 18 Jul '12</li> <li>• 16 – 17 Aug '12</li> <li>• 20 – 21 Sep '12</li> <li>• 18 – 19 Oct '12</li> <li>• 22 – 23 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 24 &amp; 31 Mar '12</li> <li>• 09 &amp; 23 Jun '12</li> <li>• 01 &amp; 08 Sep '12</li> <li>• 10 &amp; 17 Nov '12</li> </ul>
<b>Adobe Photoshop for Intermediate &amp; Advanced Users</b> (R3,599 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 08-09 Feb '12</li> <li>• 22-23 Mar '12</li> <li>• 02-03 May '12</li> <li>• 18-19 Jun '12</li> <li>• 26-27 Jul '12</li> <li>• 20-21 Aug '12</li> <li>• 10-11 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 09 – 10 Feb '12</li> <li>• 12 – 13 Apr '12</li> <li>• 19 – 20 Jul '12</li> <li>• 13 – 14 Sep '12</li> <li>• 05 – 06 Nov '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 17-18 Oct '12</li> <li>• 15-16 Nov '12</li> <li>• 12-13 Dec '12</li> </ul>	
<b>Adobe InDesign for Beginners (R2,999 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 10-11 Jan '12</li> <li>• 16-17 Feb '12</li> <li>• 07-08 Mar '12</li> <li>• 27-27 Apr '12</li> <li>• 11-12 Jun '12</li> <li>• 16-17 Jul '12</li> <li>• 16-17 Aug '12</li> <li>• 17-18 Sep '12</li> <li>• 29-30 Oct '12</li> <li>• 26-27 Nov '12</li> <li>• 06-07 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 23 – 24 Jan '12</li> <li>• 27 – 28 Feb '12</li> <li>• 02 – 03 Apr '12</li> <li>• 03 – 04 May '12</li> <li>• 28 – 29 May '12</li> <li>• 25 – 26 Jun '12</li> <li>• 24 – 25 Jul '12</li> <li>• 21 – 22 Aug '12</li> <li>• 25 – 26 Sep '12</li> <li>• 23 – 24 Oct '12</li> <li>• 27 – 28 Nov '12</li> </ul>
<b>Adobe InDesign for Intermediate &amp; Advanced Users (R3,799 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 26-27 Jan '12</li> <li>• 26-27 Mar '12</li> <li>• 10-11 May '12</li> <li>• 21-22 Jun '12</li> <li>• 23-24 Jul '12</li> <li>• 23-24 Aug '12</li> <li>• 25-26 Sep '12</li> <li>• 01-02 Nov '12</li> <li>• 10-11 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 16 – 17 Feb '12</li> <li>• 07 – 08 May '12</li> <li>• 31 Jul – 01 Aug '12</li> <li>• 18 – 19 Sep '12</li> <li>• 15 – 16 Nov '12</li> </ul>
<b>Adobe Illustrator for Beginners (R2,999 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 30-31 Jan '12</li> <li>• 20-21 Feb '12</li> <li>• 19-20 Mar '12</li> <li>• 23-24 Apr '12</li> <li>• 22-23 May '12</li> <li>• 27-28 Jun '12</li> <li>• 30-31 Jul '12</li> <li>• 28-29 Aug '12</li> <li>• 04-05 Sep '12</li> <li>• 10-11 Oct '12</li> <li>• 07-08 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 02 – 03 Feb '12</li> <li>• 08 – 09 Mar '12</li> <li>• 17 – 18 Apr '12</li> <li>• 15 – 16 May '12</li> <li>• 19 – 20 Jun '12</li> <li>• 26 – 27 Jul '12</li> <li>• 23 – 24 Aug '12</li> <li>• 27 – 28 Sep '12</li> <li>• 25 – 26 Oct '12</li> <li>• 29 – 30 Nov '12</li> </ul>
<b>Adobe Illustrator for Intermediate &amp; Advanced Users (R3,799 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 29-30 Feb '12</li> <li>• 29-30 Mar '12</li> <li>• 14-15 May '12</li> <li>• 26-27 Jun '12</li> <li>• 02-03 Aug '12</li> <li>• 10-12 Sep '12</li> <li>• 23-24 Oct '12</li> <li>• 19-20 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 21 – 22 Feb '12</li> <li>• 17 – 18 May '12</li> <li>• 02 – 03 Aug '12</li> <li>• 20 – 21 Sep '12</li> <li>• 10 – 11 Dec '12</li> </ul>
<b>Adobe Dreamweaver for Beginners (R2,999 P/P)</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 12-13 Jan '12</li> <li>• 20-21 Feb '12</li> <li>• 02-03 Apr '12</li> <li>• 28-29 May '12</li> <li>• 04-05 Jun '12</li> <li>• 16-17 Jul '12</li> <li>• 27-28 Aug '12</li> <li>• 13-14 Sep '12</li> <li>• 15-16 Oct '12</li> <li>• 19-20 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 06 – 07 Feb '12</li> <li>• 13 – 14 Mar '12</li> <li>• 19 – 20 Apr '12</li> <li>• 21 – 22 May '12</li> <li>• 03 – 04 Jul '12</li> <li>• 31 Jul – 01 Aug '12</li> <li>• 30 – 31 Aug '12</li> <li>• 02 – 03 Oct '12</li> <li>• 30 Oct – 31 Oct '12</li> <li>• 04 – 05 Dec '12</li> </ul>
<b>Adobe Dreamweaver for Intermediate &amp; Advanced Users</b>	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 23-24 Feb '12</li> <li>• 04-05 Apr '12</li> </ul>	<ul style="list-style-type: none"> <li>• 15 – 17 Mar '12</li> <li>• 24 – 25 May '12</li> </ul>

(R3,799 P/P)		<ul style="list-style-type: none"> <li>• 30-31 May '12</li> <li>• 13-14 Jun '12</li> <li>• 30-31 Jul '12</li> <li>• 20-21 Sep '12</li> <li>• 22-23 Oct '12</li> <li>• 22-23 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 07 – 08 Aug '12</li> <li>• 09 – 10 Oct '12</li> <li>• 06 – 07 Dec '12</li> </ul>
<b>Adobe Flash for Beginners</b> (R2,999 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 16-17 Jan '12</li> <li>• 02-03 Feb '12</li> <li>• 12-13 Mar '12</li> <li>• 18-19 April '12</li> <li>• 17-18 May '12</li> <li>• 18-19 Jun '12</li> <li>• 02-03 Jul '12</li> <li>• 06-07 Aug '12</li> <li>• 25-26 Sep '12</li> <li>• 08-09 Oct '12</li> <li>• 05-06 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 14 – 15 Feb '12</li> <li>• 19 – 20 Mar '12</li> <li>• 23 – 24 Apr '12</li> <li>• 07 – 08 Jun '12</li> <li>• 05 – 06 Jul '12</li> <li>• 02 – 03 Aug '12</li> <li>• 03 – 04 Sep '12</li> <li>• 04 – 05 Oct '12</li> <li>• 01 – 02 Nov '12</li> <li>• 11 – 12 Dec '12</li> </ul>
<b>Adobe Flash for Intermediate &amp; Advanced Users</b> (R3,799 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 22-23 Feb '12</li> <li>• 15-16 Mar '12</li> <li>• 24-25 May '12</li> <li>• 25-26 Jun '12</li> <li>• 11-12 July '12</li> <li>• 15-16 Aug '12</li> <li>• 27-28 Sep '12</li> <li>• 25-26 Oct '12</li> <li>• 13-14 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 22 – 23 Mar '12</li> <li>• 31 May – 01 Jun '12</li> <li>• 14 – 15 Aug '12</li> <li>• 11 – 12 Oct '12</li> <li>• 13 – 14 Dec '12</li> </ul>

## CorelDRAW



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>CorelDRAW for Beginners</b> (R2,699 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 01-02 Feb '12</li> <li>• 01-02 Mar '12</li> <li>• 25-26 Apr '12</li> <li>• 04-05 Jun '12</li> <li>• 26-27 Jul '12</li> <li>• 30-31 Aug '12</li> <li>• 17-18 Sep '12</li> <li>• 29-30 Oct '12</li> <li>• 03-04 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 11&amp;18 Feb '12</li> <li>• 05&amp;12 May '12</li> <li>• 13&amp;20 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>• 30 – 31 Jan '12</li> <li>• 05 – 06 Mar '12</li> <li>• 10 – 11 Apr '12</li> <li>• 07 – 08 May '12</li> <li>• 11 – 12 Jun '12</li> <li>• 09 – 10 Jul '12</li> <li>• 14 – 15 Aug '12</li> <li>• 11 – 12 Sep '12</li> <li>• 16 – 17 Oct '12</li> <li>• 13 – 14 Nov '12</li> <li>• 13 – 14 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 21&amp; 28 Feb '12</li> <li>• 05 &amp; 12 May '12</li> <li>• 07 &amp; 14 Jul '12</li> <li>• 27 Oct &amp; 03 Nov '12</li> </ul>
<b>CorelDRAW for Intermediate &amp; Advanced Users</b> (R3,599 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 27-28 Feb '12</li> <li>• 29-30 Mar '12</li> <li>• 03-04 May '12</li> <li>• 07-08 June '12</li> <li>• 01-02 Aug '12</li> <li>• 27-28 Sep '12</li> </ul>	<ul style="list-style-type: none"> <li>• 07 – 08 Feb '12</li> <li>• 27 – 28 Mar '12</li> <li>• 22 – 23 May '12</li> <li>• 07 – 08 Aug '12</li> <li>• 18 – 19 Oct '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 15-16 Nov '12</li> <li>• 10-11 Dec '12</li> </ul>	
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## CompTIA Certification



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>CompTIA A+ PC Technician</b> (R6,499 P/P)	5 Days	<ul style="list-style-type: none"> <li>• 06-10 Feb '12</li> <li>• 16-20 Apr '12</li> <li>• 04-08 Jun '12</li> <li>• 13-17 Aug '12</li> <li>• 15-19 Oct '12</li> <li>• 10-14 Dec '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 4,11,18,25 Feb &amp; 3 Mar '12</li> <li>• 5,12,19,26 May &amp; 2 Jun '12</li> </ul>	<ul style="list-style-type: none"> <li>• 23 – 27 Jan '12</li> <li>• 26 – 30 Mar '12</li> <li>• 02 – 06 Jul '12</li> <li>• 01 – 05 Oct '12</li> <li>• 03 – 07 Dec '12</li> </ul>
<b>CompTIA N+ Networking</b> (R4,499 P/P)	4 Days	<ul style="list-style-type: none"> <li>• 13-16 Feb '12</li> <li>• 23-26 Apr '12</li> <li>• 18-21 Jun '12</li> <li>• 27-30 Aug '12</li> <li>• 19-22 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 10,17,24,31 March 2012</li> </ul>	<ul style="list-style-type: none"> <li>• 31 Jan – 03 Feb '12</li> <li>• 02 – 05 Apr '12</li> <li>• 10 – 13 Jul '12</li> <li>• 09 – 12 Oct '12</li> </ul>

## Pastel Accounting



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Pastel Introduction to Bookkeeping Fundamentals</b> (R2,950 P/P)	2 Days	<ul style="list-style-type: none"> <li>• 30-31 Jan '12</li> <li>• 29-30 Mar '12</li> <li>• 10-11 May '12</li> <li>• 06-07 Jun '12</li> <li>• 26-27 Jul '12</li> <li>• 19-20 Sep '12</li> <li>• 18-19 Oct '12</li> </ul>	<ul style="list-style-type: none"> <li>• 16 – 17 Jan '12</li> <li>• 26 – 27 Mar '12</li> <li>• 14 – 15 May '12</li> <li>• 25 – 27 Jun '12</li> <li>• 27 – 28 Aug '12</li> <li>• 15 – 16 Oct '12</li> <li>• 19 – 20 Nov '12</li> </ul>
<b>Pastel Partner 11 Intermediate</b> (R5,430 P/P)	4 Days	<ul style="list-style-type: none"> <li>• 27 Feb–1 Mar '12</li> <li>• 08-11 May '12</li> <li>• 11-14 Jun '12</li> <li>• 13-16 Aug '12</li> <li>• 25-28 Sep '12</li> <li>• 05-08 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 07 – 10 Feb '12</li> <li>• 02 – 05 Apr '12</li> <li>• 29 May – 01 Jun '12</li> <li>• 03 – 06 Jul '12</li> <li>• 04 – 07 Sep '12</li> <li>• 23 – 26 Oct '12</li> <li>• 27 – 30 Nov '12</li> </ul>
<b>Pastel Partner 11 Advanced</b> (R2,950 P/P)	2 Days	<ul style="list-style-type: none"> <li>• 05-06 Mar '12</li> <li>• 12-13 Apr '12</li> <li>• 25-26 Jun '12</li> <li>• 30-31 Aug '12</li> </ul>	<ul style="list-style-type: none"> <li>• 20 – 21 Feb '12</li> <li>• 23 – 24 Apr '12</li> <li>• 04 – 05 Jun '12</li> <li>• 17 – 19 Sep '12</li> <li>• 29 – 30 Oct '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 01-0 11&amp;18 Feb '12</li> <li>• 05&amp;12 May '12</li> <li>• 13&amp;20 Oct '12</li> <li>• 2 Oct '12</li> <li>• 22-23 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 03 – 04 Dec '12</li> </ul>
<b>Pastel Evolution Payroll (R6,995 P/P)</b>	<b>5 Days</b>	<ul style="list-style-type: none"> <li>• 23-27 Jan '12</li> <li>• 12-16 Mar '12</li> <li>• 21-25 Apr '12</li> <li>• 18-22 Jun '12</li> <li>• 20-24 Aug '12</li> <li>• 08-12 Oct '12</li> <li>• 26-30 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 13 – 17 Feb '12</li> <li>• 16 – 20 Jul '12</li> <li>• 10 – 14 Sep '12</li> <li>• 12 – 16 Nov '12</li> </ul>



## Softskill Courses

We provide you with the tools you need to change careers, make more money, empower your live, and support personal growth.

LEARNFAST



### Softskill Courses – Management Development



Course Name	Duration	Date: Sandton, JHB	Date: Centurion, PTA
<b>Delivering Effective Business Presentations</b> (R1,899 P/P)	<b>1 Days</b>	<ul style="list-style-type: none"> <li>• 14 Feb '12</li> <li>• 01 Mar '12</li> <li>• 16 Apr '12</li> <li>• 22 May '12</li> <li>• 28 Jun '12</li> <li>• 30 Jul '12</li> <li>• 20 Aug '12</li> <li>• 13 Sep '12</li> <li>• 25 Oct '12</li> <li>• 06 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 18 Jan '12</li> <li>• 22 Feb '12</li> <li>• 25 Apr '12</li> <li>• 20 Jun '12</li> <li>• 15 Aug '12</li> <li>• 17 Oct '12</li> <li>• 21 Nov '12</li> </ul>
<b>Delivering Effective Business Presentations Bundle</b> (R3,199 P/P)	<b>2 Days</b>	<ul style="list-style-type: none"> <li>• 14-15 Feb '12</li> <li>• 01-02 Mar '12</li> <li>• 16-17 Apr '12</li> <li>• 22-23 May '12</li> <li>• 28-29 Jun '12</li> <li>• 30-31 Jul '12</li> <li>• 20-21 Aug '12</li> <li>• 13-14 Sep '12</li> <li>• 25-26 Oct '12</li> <li>• 06-07 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 18 – 19 Jan '12</li> <li>• 22 – 23 Feb '12</li> <li>• 25 – 26 Apr '12</li> <li>• 20 – 21 Jun '12</li> <li>• 15 – 16 Aug '12</li> <li>• 17 – 18 Oct '12</li> <li>• 21 – 22 Nov '12</li> </ul>
<b>Excellent Customer Server - A Practical Approach</b> (R1,899 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 30 Jan '12</li> <li>• 24 Feb '12</li> <li>• 15 Mar '12</li> <li>• 02 May '12</li> <li>• 14 Jun '12</li> <li>• 26 Jul '12</li> <li>• 27 Aug '12</li> <li>• 13 Sep '12</li> <li>• 31 Oct '12</li> <li>• 12 Nov '12</li> <li>• 14 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 06 Feb '12</li> <li>• 02 Apr '12</li> <li>• 28 May '12</li> <li>• 23 Jul '12</li> <li>• 17 Sep '12</li> <li>• 21 Nov '12</li> </ul>
<b>Call Centre Management</b> (R1,599 P/P)	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 02 Feb '12</li> <li>• 27 Mar '12</li> </ul>	<ul style="list-style-type: none"> <li>• 13 Feb '12</li> <li>• 10 Apr '12</li> </ul>

		<ul style="list-style-type: none"> <li>• 05 Apr '12</li> <li>• 24 May '12</li> <li>• 25 Jun '12</li> <li>• 13 Jul '12</li> <li>• 17 Aug '12</li> <li>• 18 Sep '12</li> <li>• 22 Oct '12</li> <li>• 09 Nov '12</li> <li>• 05 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 12 Jun '12</li> <li>• 06 Aug '12</li> <li>• 01 Oct '12</li> <li>• 26 Nov '12</li> </ul>
<b>iPad/iPhone Workshop (R599 P/P)</b>	<b>3hours</b>	<ul style="list-style-type: none"> <li>• 18 Jan '12</li> <li>• 17 Feb '12</li> <li>• 13 Apr '12</li> <li>• 13 Jun '12</li> <li>• 22 Aug '12</li> <li>• 05 Oct '12</li> <li>• 03 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 23 Jan '12</li> <li>• 19 Mar '12</li> <li>• 14 May '12</li> <li>• 16 Jul '12</li> <li>• 10 Sep '12</li> <li>• 05 Nov '12</li> </ul>
<b>Google AdWords (R599 P/P)</b>	<b>3hours</b>	<ul style="list-style-type: none"> <li>• 20 Jan '12</li> <li>• 02 Mar '12</li> <li>• 04 Jun '12</li> <li>• 10 Aug '12</li> <li>• 04 Oct '12</li> <li>• 29 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 23 Jan '12</li> <li>• 19 Mar '12</li> <li>• 14 May '12</li> <li>• 16 Jul '12</li> <li>• 10 Sep '12</li> <li>• 05 Nov '12</li> </ul>
<b>Sales Management (R2899 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 20 Jan '12</li> <li>• 07 Mar '12</li> <li>• 30 Apr '12</li> <li>• 09 May '12</li> <li>• 29 Jun '12</li> <li>• 01 Aug '12</li> <li>• 07 Sep '12</li> <li>• 02 Nov '12</li> <li>• 12 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 24 Jan '12</li> <li>• 26 Mar '12</li> <li>• 18 Jun '12</li> <li>• 20 Aug '12</li> <li>• 12 Nov '12</li> </ul>
<b>Sales Skills: Basic (R2100 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 18 Jan '12</li> <li>• 05 Mar '12</li> <li>• 28 Apr '12</li> <li>• 07 May '12</li> <li>• 27 Jun '12</li> <li>• 30 Jul '12</li> <li>• 05 Sep '12</li> <li>• 31 Oct '12</li> <li>• 10 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 16 Jan '12</li> <li>• 22 Mar '12</li> <li>• 04 Jun '12</li> <li>• 16 Aug '12</li> <li>• 05 Nov '12</li> </ul>
<b>Sales Skills: Advanced (R2100 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 19 Jan '12</li> <li>• 06 Mar '12</li> <li>• 29 Apr '12</li> <li>• 08 May '12</li> <li>• 28 Jun '12</li> <li>• 31 Jul '12</li> <li>• 06 Sep '12</li> <li>• 01 Nov '12</li> <li>• 11 Dec '12</li> </ul>	<ul style="list-style-type: none"> <li>• 17 Jan '12</li> <li>• 23 Mar '12</li> <li>• 05 Jun '12</li> <li>• 17 Aug '12</li> <li>• 06 Nov '12</li> </ul>

<b>Train The Trainer (R4399 P/P)</b>	<b>4 Days</b>	<ul style="list-style-type: none"> <li>• 24-27 Jan '12</li> <li>• 26-29 Mar '12</li> <li>• 16-19 Apr '12</li> <li>• 26-29 Jun '12</li> <li>• 27-30 Aug '12</li> <li>• 08-11 Oct '12</li> <li>• 27-30 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 10 – 13 Jan '12</li> <li>• 13 – 16 Mar '12</li> <li>• 24 – 27 Jul '12</li> <li>• 02 – 05 Oct '12</li> </ul>
<b>Marketing for Non-Marketers (R7699 P/P)</b>	<b>3 Days</b>	<ul style="list-style-type: none"> <li>• 13-15 Jan '12</li> <li>• 16-18 May '12</li> <li>• 09-11 Jul '12</li> <li>• 10-12 Sep '12</li> <li>• 07-09 Nov '12</li> </ul>	None
<b>Basic Photography (R5699 P/P)</b>	<b>4 Days</b>	<ul style="list-style-type: none"> <li>• 14-17 Feb '12</li> <li>• 02-05 Apr '12</li> <li>• 15-18 May '12</li> <li>• 17-20 Jul '12</li> <li>• 04-07 Sep '12</li> <li>• 13-16 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 28 Feb – 02 Mar '12</li> <li>• 22 – 25 May '12</li> <li>• 24 – 27 Jul '12</li> <li>• 25 – 28 Sep '12</li> <li>• 06 – 09 Nov '12</li> </ul> <p><b>Saturday Classes:</b></p> <ul style="list-style-type: none"> <li>• 25 Feb, 3, 10 &amp; 17 Mar '12</li> <li>• 06, 13, 20 &amp; 27 Oct '12</li> </ul>
<b>Time Management (R2100 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 10 Feb '12</li> <li>• 22 Mar '12</li> <li>• 30 Apr '12</li> <li>• 21 May '12</li> <li>• 15 Jun '12</li> <li>• 23 Jul '12</li> <li>• 03 Sep '12</li> <li>• 24 Oct '12</li> <li>• 14 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 20 Feb '12</li> <li>• 10 Apr '12</li> <li>• 10 Jun '12</li> <li>• 13 Aug '12</li> <li>• 08 Oct '12</li> <li>• 30 Nov '12</li> </ul>
<b>Stress Management (R2100 P/P)</b>	<b>1 Day</b>	<ul style="list-style-type: none"> <li>• 01 Feb '12</li> <li>• 02 Mar '12</li> <li>• 18 Apr '12</li> <li>• 25 May '12</li> <li>• 25 Jun '12</li> <li>• 03 Aug '12</li> <li>• 10 Sep '12</li> <li>• 16 Oct '12</li> <li>• 19 Nov '12</li> </ul>	<ul style="list-style-type: none"> <li>• 21 Feb '12</li> <li>• 16 Apr '12</li> <li>• 02 Jul '12</li> <li>• 10 Sep '12</li> <li>• 22 Oct '12</li> <li>• 10 Dec '12</li> </ul>