



Saturday Course Schedule

December 2007 to April 2008

- *Do you find it hard to find the time to attend the training you need to get the results you want?*
- *Are you thinking of a career change and need to develop your skills outside of normal office hours?*
- *Can't afford to give your staff time off to attend training and still achieve your business goals?*

We can now help support you by offering a range of training courses delivered on a Saturday.

As well as our scheduled Saturday courses delivered here in our state of the art training suites we can also cater for bespoke courses delivered at your premises.

All of these courses will be charged at our usual schedule price with absolutely no additional charges for course delivery outside of office hours.

Courses currently scheduled for Saturday Delivery:

Saturday 15 th December 2007	Excel Intermediate	£250 + VAT
Saturday 26 th January 2008	Customer Service Skills	£495 + VAT
Saturday 23 rd February 2008	Excel Essentials	£225 + VAT
Saturday 29 th March 2008	Excel Intermediate	£250 + VAT
Saturday 12 th April 2008	Customer Service Skills	£495 + VAT

Price includes comprehensive manual, refreshments and lunch.

If you have any Saturday training requirement that you would like to see added to our current schedule please contact us on 01483 688488 and we will be happy to discuss any requirements you may have.

Minimum delegate numbers of 2 per course apply.