



Registration for *Improving Workplace Productivity*

Date: 9th February 2010 from 8:30am for registration till 5:00pm
Location: Ascot Quays
 150 Great Eastern Hwy
 Ascot WA 6104
Cost: \$250 + GST per participant for the day (price includes lunch and refreshments)*
Register by: 1st February 2010

Please complete this form and send to IT Vision either via fax on 08 9315 7088 or via email training@itvision.com.au.

Session Selection – please choose one from each Session Time:

Session 1

Session Time: 9:00am to 10:30am

Session 1A
Budgeting in SynergySoft

OR

Session 1B
Managing Customer Service

Session 2

Session Time: 11:00am to 12:30pm

Session 2A
Working with Templates

OR

Session 2B
Getting More Out of Mapping

Session 3

Session Time: 1:30pm to 3:00pm

Session 3A
Emailing from SynergySoft

OR

Session 3B
Budgeting in SynergySoft

Session 4

Session Time: 3:30pm to 5:00pm

Session 4A
Making Workflow easier

OR

Session 4B
Working with Templates

Participant's name and job title: _____

Organisation: _____

Address: _____

Postcode: _____

Phone: _____ Fax: _____

Email: _____

Purchase order: _____ Amount: _____

Special requirements including dietary: _____

*Registrations are non-refundable for cancellations made after the 1st February 2010.