



## MINDEX USER GROUP MEETING & SCHEDULED TRAINING – CAPE TOWN

### 10 to 14 September 2018

The program for the week will be a combination of pre-paid training sessions and the **free** User Group workshop. As we have decided to do things a little differently this year, our Annual User Group meeting will form part of the September Scheduled training week.

**The User Day will be held on Thursday 13 September 2018 from 8.30 to 12h30.** A light snack lunch afterwards will be provided for those people attending the afternoon training session. \*

**Please note:** You will need to complete a separate application form to register for the User Group meeting and each of the training sessions that you wish to attend.

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Please click on the [link](#) to find the reservation form on our website for the user day. To find the booking forms for training visit our [website](#) or click [here](#) to view and download directly.

User Group Day Venue: Aurecon, Century City ([Map](#))

Scheduled training Venue: 2 Merry Rocks cl, Durbanville ([Map](#))

### Program for 10 to 14 September 2018

Date	Course	Price
Monday 10 September	Training Inmagic DB/Text Level 1 Morning only	R2875.00 per/person Including vat
Monday 10 September	Training Inmagic DB/Text Level 2 Afternoon only	R2875.00 per/person Including vat
Tuesday 11 September	Training Inmagic DB/Text Advanced – Full day	R4882.45 per/person Including vat
Wednesday 12 September	Training – Archiving – Full day (Parallel session) **	R4882.45 per/person Including vat
Wednesday 12 September	Training – Cataloguing – Full day (Parallel session) **	R4882.45 per/person Including vat
Thursday 13 September	<b>User Group Workshop</b>	<b>Free *</b>
Thursday 13 September	Data Clean-Up & Quality Control	R2875.00 per/person Including vat
Friday 14 September	Training – Report & Form Design – Full day	R4882.45 per/person Including vat

\* **Note:** Lunch on Thursday 13 September is only for those people attending the pre-paid afternoon training session.

½ day sessions do not include lunch.

\*\* **Note:** Wednesday 12 September 2018 has 2 parallel sessions. Choose either Archiving OR Cataloguing.

### BOOKING IS ESSENTIAL

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