



## MINDEX USER GROUP MEETING & SCHEDULED TRAINING – GAUTENG

### 3 to 7 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. Furthermore, the User Day event for Gauteng will combine both the Johannesburg and Pretoria groups together.

**The User Day will be held on Wednesday 5 September 2018 from 8.30 to 12h30.** A light snack lunch afterwards will be provided for those people attending the afternoon training session. \*

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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.

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.

Venue: The Innovation Hub, Pretoria.

### Program for 3 to 7 September 2018

Date	Course	Price
Monday 3 September	Training Inmagic DB/Text Level 1 - Morning only	R2875.00 per/person Including vat
Monday 3 September	Training Inmagic DB/Text Level 2 - Afternoon only	R2875.00 per/person Including vat
Tuesday 4 September	Training Inmagic DB/Text Advanced – Full day	R4882.45 per/person Including vat
Wednesday 5 September	User Group Workshop – Morning only in Auditorium	Free *
Wednesday 5 September	Training - Data Clean-up & Quality Control - Afternoon only	R2875.00 per/person Including vat
Thursday 6 September **	Training – Archiving – Full day (Parallel session) **	R4882.45 per/person Including vat
Thursday 6 September **	Training – Cataloguing – Full day (Parallel session) **	R4882.45 per/person Including vat
Friday 7 September	Training – Report & Form Design – Full day	R4882.45 per/person Including vat

\* **Note:** Lunch on Wednesday 5 September is only for those people attending the pre-paid afternoon training session.

½ day sessions do NOT include lunch.

\*\***Note:** Thursday 6 September 2018 – 2 parallel sessions. Please choose either Archiving OR Cataloguing.

### BOOKING IS ESSENTIAL

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