

COURSE PROGRAMMES-2011

SHORT COURSE PROGRAMME	DATE	POLOKWANE	GAUTENG	DURATION
Finance for Non-Financial Managers	Jan/Feb 2011	X	X	2 days
Certified Technical Financial Accountant	Jan/Feb 2011	X	X	6 days
Certified Senior Bookkeeper	Jan/Feb 2011	X	X	6 days
Certified Junior Bookkeeper	Jan/Feb 2011	X	X	6 days
Value Added Tax (VAT)	Jan/Feb 2011	X	X	1 day
Corporate Governance (Incl. PFMA/King111/MFMA)	Jan/Feb 2011	X	X	2 days
The Principles of Corporate Risk Management	Jan/Feb 2011	X	X	2 days
Performance Management Training (Inc the Balance-Scorecard)	Jan/Feb 2011	X	X	2 days
NEW VENTURE/SMME's/COOPERATIVES MANAGEMENT TRAINING				
Business Management	Jan/Feb 2011	X	X	1 day
Financial Management	Jan/Feb 2011	X	X	2 days
Marketing Principles	Jan/Feb 2011	X	X	1 day
Operations and Quality Management	Jan/Feb 2011	X	X	1 day
Project Management	Jan/Feb 2011	X	X	1 day
Basic Human Resources	Jan/Feb 2011	X	X	1 day
Ethics, Leadership and Business Communications	Jan/Feb 2011	X	X	1 day

The dates above are provisional, exact dates will depend on the number of participants, of which ten is the minimum. for more information on the above courses, please visit www.boikano.co.za
