

2011 Training Schedule
Supply Chain and Business Skills Courses

Certified in Production and Inventory Management (CPIM)

Course Code	Course /Module Name	Weeks	Price Excl. VAT	Dates
CPIM 1	Basics of Supply Chain Management	10	R 4 860.00	10 September - 26 November
CPIM 2	Master Planning of Resources	9	R 4 500.00	10 September - 26 November
CPIM 3	Detailed Scheduling & Planning	9	R 4 500.00	10 September - 26 November
CPIM 4	Execution & Control of Operations	9	R 4 500.00	10 September - 26 November
CPIM 5	Strategic Management of Resources	9	R 4 500.00	10 September - 26 November

Notes on CPIM :

All courses are conducted in 3 hour class sessions once a week

NB! CPIM Courses are quoted excluding exam fees which are payable to SAPICS directly

Certified Supply Chain Professional (CSCP)

Course Code	Course Name	Weeks	Price Excl. VAT	Dates:
CSCP 1	Certified Supply Chan Professional	13	R 15 000.00	19 September - 28 November

Notes on CSCP:

All classes are conducted in 3 hour class sessions once a week

N.B! CSCP course fee quoted excludes the exam fee which is payable to SAPICS directly

SAPICS Certification Courses

Course Code	Course Name	Hours	Price Excl. Vat	Dates
SCM 1	Principles of Production & Inventory Management (PPIM)	54	R 7 600.00	4 August - 1 December
SCM 2	Warehouse Management in Practice (WMIP) NQF Level 4	30	R 5 220.00	31 August - 28 September

Notes on Certification courses:

All classes are conducted in 3 hour classes once a week

Supply Chain & Operations Management skills Programmes

Course Code	Course Name	Days	Price Excl. VAT	Dates
SCM 3	Stores & Stock Control NQF Level 3	10	R 8 990.00	16 August - 18 October
SCM 4	Inventory & Inventory Control NQF Level 4	10	R 8 990.00	8 August - 10 October

SCM 5	Planning & Scheduling NQF Level 4	10	R 8 990.00	11 October - 13 December
SCM 6	Manufacturing Control NQF Level 4	10	R 8 990.00	21 September - 23 November
SCM 7	Purchasing & Procurement NQF Level 4	7	R 7 600.00	7 November - 15 November
SCM 8	Professional Conduct in the Workplace NQF Level 2	8	R 7 600.00	1 December - 12 December

Notes on Supply Chain & Operations Management Skills Programmes:

These Courses are conducted as full day classes once a week

Chartered Institute in Purchasing and Supply Qualifications Purchasing Management

Course Code	Course Name	Weeks:	Price Excl. Vat	Dates
CIP 1	Certificate in Purchasing and Supply	10	R 6 850.00	31 August 2011 - 02 November
CIP 2	Advanced Certificate in Purchasing and Supply	10	R 6 850.00	On Request

Notes on CIPS Courses:

NB! CIPS courses are quoted excluding Exam & Membership Fees which are payable to CIPS directly. Chartered Institute of Purchasing and Supply are conducted in full day classes once a week

Supply Chain and Operations Management Workshops

Course Code	Workshop Name	Days:	Price Excl. Vat	Dates	Dates:
WS 1	Receiving & Despatch (US 18024)	2	R 2 660.00	22 & 23 August	27 & 28 October
WS 2	Purchasing Cycle (US 378013)	2	R 2 660.00	17 & 18 November	13 & 14 December
WS 3	Functions of Purchasing & Procurement (US 337380)	2	R 2 660.00	24 & 25 August	6 & 7 October
WS 4	Discuss Just in Time (JIT) and Lean Manufacturing (US 377360)	1	R 1 680.00	26 August	14 December
WS 5	Describe the use of Stores and Warehousing in operations US (377384)	4	R 4 440.00	1 - 4 November	6 - 9 December
WS 6	Packaging for Shipment (US 8022)	1	R 1 680.00	12 August	11 November
WS 7	The role of stock taking in ensuring inventory accuracy (US 377362)	2	R 2 660.00	7 & 10 October	1 & 2 November
WS 8	The role of materials handling in the warehouse (US 377385)	4	R 4 400.00	3 - 6 October	-
WS 9	Health & Safety US (8016)	1	R 1 680.00	19 August	22 November
WS 10	Outline the Philosophy of Supply Chain Management (US 262263)	3	R 3 660.00	11 - 13 October	21 - 23 November
WS 11	Apply Total Quality Management (TQM) (US 377381)	1 day p/w for 10 weeks	R 8 990.00	27 September	14 October
WS 12	The Role of Inventory in a manufacturing environment (US 377364)	4	R 4 400.00	20 - 23 September	-

WS 13	Understand the role of inventory and ordering costs (US 377361)	2	R 2 660.00	19 & 22 August	14 & 15 November
WS 14	Apply inventory replenishment and distribution systems (US 377363)	4	R 4 400.00	26 - 31 August	-
WS 15	Planning & Controlling in a manufacturing environment (US 377383)	3	R 3 660.00	21, 28 October & 4	12 - 14 December
WS 16	Perform material requirements planning (MRP) (US 377386)	2	R 1 680.00	21 & 23 September	7 & 14 October
WS 17	Demand Planning (US 377400)	1	R 1 680.00	25 July	07 November
WS 18	Perform forecasting in a manufacturing environment (US 377382)	4	R 4 400.00	5,7,8,9 August	4,6,7,10 October
WS 19	Perform master scheduling in the Workplace (US 377402)	2	R 2 660.00	3 & 4 August	23 & 23 September
WS 20	Perform capacity requirements planning (US 377440)	4	R 4 440.00	4 - 7 October	-

Notes on Supply Chain & Operations Management workshops:

US = Unit Standard Number

Team Leadership Skills Programme NQF Level 3

Course Code	Course Name	Days	Price Excl. Vat	Dates	Dates
BSW 2	Team Leadership (US 242821, 13912, 242820, 242812)	4	R 4 440.00	16,17,23,24 August	-
BSW 6	Motivating Employees (US 242819)	2	R 2 660.00	11 & 12 August	8 & 9 September
BSW 7	Conduct a Structured Meeting (US 242816)	1	R 1 680.00	26 July	16 August
BSW 8	Prioritise time and work for self and Team (US 242811)	1	R 1 680.00	17 August	02 September
BSW 9	Describe and apply management functions of an Organization (US 14667)	2	R 2 660.00	18 & 19 August	20 & 21 October
BSW 10	Identify and explain the core and support functions of an Organization (US 242814)	1	R 1 680.00	20 September	24 October
BSW 11	Understanding HIV/AIDS (US 13915)	1	R 1 680.00	16 September	16 November
BSW 12	Interpret current affairs related to a specific business sector US 14665	2	R 2 660.00	1 & 2 August	7 & 8 November

Notes on Team Leadership programmes.

US = Unit Standard

Professional Conduct in the Workplace NQF 2

Course Code	Course Name	Days	Price Excl. VAT	Dates	Dates
BSW 13	Apply business ethics in a work Environment US 113924	2	R 2 660.00	11 & 12 August	23 & 30 September
BSW 14	Communicate effectively with teams US 110001	2	R 2 660.00	12 & 13 September	25 & 30 November
BSW 15	Manage time effectively to enhance productivity and enable a balanced lifestyle US 117171	2	R 2 660.00	1 & 2 August	7 & 8 November
BSW 16	Behave in a professional manner in a business environment US 14359	2	R 2 660.00	8 & 9 September	1 & 2 August
BSW 17	Communicate at work US 12461	2	R 2 660.00	1 & 2 September	18 & 19 October

National Certificate : Generic Management NQF 4

Course Code	Course Name	Days	Price Excl. Vat	Dates	Dates
GMSP 1	Business Strategy, Managing Performance & Developing Training Plans (US 242822, 242813, 11473)	5	R 5 220.00	21 - 25 November	-
GMSP 2	Organisational structure and the role of Managers (US 242821, 242818, 242814)	3	R 3 660.00	11, 12, 16, September	-
GMSP 3	Business Fundamentals Communication: Group Communication and Meetings (US 119472, 242816)	3	R 3 660.00	26 - 29 September	1,2,5 December
GMSP 4	Business Fundamentals: Written Communication NQF 4 119469, 119459, 119462	3	R 3 660.00	13, 14 & 17 October	-
GMSP 6	Building High Performance and Motivated Teams (US 242819, 242824, 242812)	4	R 4 440.00	12 - 19 September	-
GMSP 7	Business Ethics & Time Management (US 242815, 242811)	2	R 2 660.00	5 & 10 August	6 - 7 September
GMSP 8	Customer Delight (US 242829, 242817)	2	R 2 660.00	3 & 4 August	28 & 29 November
GMSP 9	Manage Administrative Records (US110009)	1	R 1 680.00	17 November	29 November
GMSP 10	Understanding Labour Legislation and Performing Disciplinary Hearings (US 255514)	3	R 3 660.00	29 - 31 August	8, 9, 12 December
GMSP 11	Statistics, Dimensions &	3	R 3 660.00	1 - 3 September	9 - 11 November

	Mathematical Literacy(US 9015, 9016, 7468)				
GMSP 12	Working with Finances in a Business (US 242810)	2	R 2 660.00	14 & 17 October	25 & 30 November
GMSP 13	Participate in a Task Team (US 244105)	1	R 1 680.00	29 September	28 November

SYSPRO TRAINING COURSES

SYSPRO Bookkeeper					
Course Code	Course Modules	Days	Price Excl. VAT	Dates	Dates
SYSW 2	Accounts Payable, Accounts Receivable	2	R 3 200.00	8 & 10 August	15 & 16 November
	Cash Book and EFT, General Ledger				
SYSPRO Financial Manager Course					
Course Code	Course module	Days	Price Excl. Vat	Dates	Dates
SYSW 3	Accounts Payable/Receivable, Cash Book & GL	1	R 1 680.00	15 August	12 October
Notes: Course covers & includes training material					
SYSPRO Purchasing Course					
Course Code	Course Module	Days	Price Excl. VAT	Dates	Dates
SYSW 4	P/Orders, Req System, GRN transaction processing	1	R 1 680.00	08 July	18 November
Notes: Course covers & includes training material					
SYSPRO Customer Services and Sales Course					
Course Code	Course Module	Days	Price Ex Vat	Dates	Dates
SYSW 5	Sales Orders, Queries & Sales Reporting	1	R 1 680.00	21 November	19 October
Notes: Course covers & includes 2 manuals from the list with the option to purchase additional manuals					
SYSPRO Operations Management Overview Course					
Course code	Course Modules	Days	Price Excl. Vat	Dates	Dates
SYSW 6	Inventory Movements and Setup options	2	R 3 200.00	23 & 24 November	25 & 26 October
	Sales Orders & Purchase Orders, BOM & WIP				
Notes:					

Course covers & includes 1 manuals from the list with the option to purchase additional manuals					
SYSPRO Distribution Overview Course					
Code:	Course Modules	Days	Price Ex Vat:	Dates:	Dates:
SYSW 7	Inventory Movements and Setup options	1	R 1 680.00	05-August	20-October
	Sales Orders & Purchase Orders				
Notes:					
Course covers & includes 1 manuals from the list with the option to purchase additional manuals					
SYSPRO Manufacturing Overview Course					
Course Code	Course Module	Days	Price Excl. Vat	Dates	Dates
SYSW 8	Bills of Material, Work in Progress, MRP	1	R 1 680.00	22 July	28 July
System Support and SYSPRO Overview Course					
Course Code	Course Modules	Days:	Price Excl. VAT	Dates	Dates
SYSW 9	System Setup & Installation options, System Administration, Control & Procedures	3	R 4 650.00	11, 13, 15 July	29, 30 November & 1 December
	Accounts Payable Overview, Accounts Receivable Overview, Cashbook & EFT, GL Overview				
	Inventory Overview, Purchase Orders Overview, Sales Order Overview				
SYSPRO Inventory Course					
Course Code	Course Modules	Days	Price Excl. Vat	Dates	Dates
SYSC 10	Inventory Transaction Processing	1	R 1 680.00	13 October	02 December
SYSPRO Overview Courses					
Course Code	Course Modules	Days	Price Excl. VAT	Dates	Dates
SYSC 26	Management Overview Course	H/Day	R 1 050.00	06 September	05 December
SYSC 27	Introduction to SYSPRO	H/Day	R 1 050.00	15 September	04 November
SYSPRO System Administration Courses					
Course Code	Course Modules	Days	Price Excl. Vat	Dates	Dates
SYSC 23	SYSPRO System Administration	1	R 1 680.00	22 September	07 December
SRS 1	SYSPRO Reporting Services	3	R 4 650.00	30 September 2011 & 3, 5 October	8, 9, 12 December