



Version  
8

# Xyntax Training

Location: Coast Victoria Harbourside Hotel & Marina, Victoria, BC

Dates: **October 24th, 25th and 26th**

## Available Classes:

- Accounts Payable
- General Ledger
- Bank Reconciliation
- Accounts Receivable and
- Purchase Orders
- V8 System Administration w/Budget Management
- Social Assistance (BC Version)
- Report Writer

Please indicate your course preferences asap. Xyntax reserves the right to cancel any course which does not meet minimum required participants.

Space is limited to 7 computer stations per class. Computers reserved on first come basis.

COST: 1/2 day classes - 150.00 per person per class  
Full day classes - 300.00 per person per class

Class will be held 9 am to 4 pm each day.

**Important:** Xyntax must receive at least 14 business days notification of cancellation or charges will apply. Student responsible for all travel and accommodation costs.



Location:

**Coast Victoria Harbourside Hotel & Marina**

146 Kingston Street  
Victoria, BC V8V 1V4  
Canada

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Fax: 250-360-1418

Reservations: 1-800-716-6199

International: +800-800-26278

Xyntax Systems  
2, 118 Railway Street West  
Cochrane, Alberta, T4C 2B5  
Toll Free: 1-866-699-6829  
Fax: (403) 932-1521  
Website: [www.xyntax.com](http://www.xyntax.com)

***Alberta Training dates to be announced soon.***



# Xyntax Training Registration

Location: Coast Victoria Harbourside Hotel & Marina, Victoria, BC

Dates: **October 24th, 25th and 26th**

## Course Schedule:

- Full Day - Mon, Oct 24th 9am - 4pm - **Purchase Order**  
**Accounts Payable**  
**Bank Reconciliation**
- Full day - Tues, Oct 25th 9am - 4pm - **System Administration**  
**Budget configuration and management**  
**General Ledger**
- 1/2 day - Wed, Oct 26th 9am - 12 noon - **Intro Report Writer**
- 1/2 day - Wed, Oct 26th 1pm - 4pm - **Social Assistance - BC Version**

**Please Fax Training Registration form to : (403) 932-1521**

**or Email to: [Training@xyntax.com](mailto:Training@xyntax.com)**

Please use 1 form per person.

Use 'check box' beside course schedule to indicate which classes you wish to attend.

Name:

First Nation:  Dept:

Purchase Order No.

Phone:  Email:

### Cancellation Policy

Cancellation must be received 14 days prior to class date to avoid charges.