

PLYMOUTH FOUNDATION FAST TRACK



Day	Date	Subject	Venue	Tutor
December exam programme:				
Mon	07 September 2009	Induction day	A+ - Plymouth	
Mon	21 September 2009	Management Information	A+ - Plymouth	
Mon	28 September 2009	Basic Book Keeping	A+ - Plymouth	
Sat	03 October 2009	Management Information Simulation	A+ - Plymouth	
Mon	12 October 2009	Receipts	A+ - Plymouth	
Sat	24 October 2009	Receipts Simulation	A+ - Plymouth	
Mon	26 October 2009	Payments	Creykes Court Conference Room	
Sat	07 November 2009	Payments Simulation	A+ - Plymouth	
Mon	09 November 2009	Ledger Balances	A+ - Plymouth	
Mon	23 November 2009	Ledger Balances revision	A+ - Plymouth	
Tues	24 November 2009	Ledger Balances revision	A+ - Plymouth	
Wed	25 November 2009	Ledger Balances revision	A+ - Plymouth	
Tues	01 December 2009	PLB Exam (pm) - Preparing Ledger Balances	A+ - Plymouth	
Sat	05 December 2009	Ledger Balances Simulation	A+ - Plymouth	
Mon	07 December 2009	Computerised Basic Book Keeping	A+ - Plymouth	
Mon	14 December 2009	Computerised Basic Book Keeping (<i>if required</i>)	A+ - Plymouth	
June exam programme:				
Mon	11 January 2010	Induction day	A+ - Plymouth	
Mon	25 January 2010	Management Information	A+ - Plymouth	
Mon	08 February 2010	Basic Book Keeping	A+ - Plymouth	
Sat	27 February 2010	Management Information Simulation	A+ - Plymouth	KB
Mon	01 March 2010	Receipts	A+ - Plymouth	DS
Sat	27 March 2010	Receipts simulation	A+ - Plymouth	KB
Mon	29 March 2010	Payments	A+ - Plymouth	DS
Sat	24 April 2010	Payments simulation	A+ - Plymouth	PN/JJ
Mon	19 April 2010	Ledger Balances	A+ - Plymouth	DS
Mon	10 May 2010	Computerised Basic Bookkeeping	A+ - Plymouth	HA
Mon	17 May 2010	Computerised Basic Bookkeeping (<i>if required</i>)	A+ - Plymouth	DS
Sat	22 May 2010	Ledger Balances Simulation	A+ - Plymouth	KB
Mon	07 June 2010	Ledger balances revision	A+ - Plymouth	HA
Tues	08 June 2010	Ledger balances revision	A+ - Plymouth	HA
Wed	09 June 2010	Ledger balances revision	A+ - Plymouth	HA
Tues	15 June 2010	PLB Exam (pm) - Preparing Ledger Balances	A+ - Plymouth	
July exam programme (online exam):				
Tue	30 March 2010	Induction day	A+ - Plymouth	LC
Thu	22 April 2010	Management Information	A+ - Plymouth	CP
Thu	29 April 2010	Basic Book Keeping	A+ - Plymouth	DS
Thu	06 May 2010	Management Information Simulation	A+ - Plymouth	JA/CG
Thu	13 May 2010	Receipts	A+ - Plymouth	DS
Tue	18 May 2010	Receipts Simulation	A+ - Plymouth	CG
Tue	25 May 2010	Payments	A+ - Plymouth	HA
Thu	10 June 2010	Payments Simulation	A+ - Plymouth	JA/CG
Thu	24 June 2010	Ledger Balances	A+ - Plymouth	DS
Fri	02 July 2010	Ledger Balances revision	A+ - Plymouth	DS
Mon	05 July 2010	Ledger Balances revision	A+ - Plymouth	DS
Tue	06 July 2010	Ledger Balances revision	A+ - Plymouth	DS
Thu	08 July 2010	Ledger Balances Simulation	A+ - Plymouth	JA/CG
Thu	15 July 2010	Online PLB Exam (pm) - Preparing Ledger Balances	A+ - Plymouth	TA
Thu	22 July 2010	Computerised Basic Book Keeping	A+ - Plymouth	DS

All courses will commence at 9.30am and finish at approximately 5.00pm.

Alternative arrangements may be made for simulations - please liaise with your personal tutor



PLYMOUTH FOUNDATION DAY RELEASE

Day	Date	Subject	Venue	Tutor
Wed	09 September 2009	Induction day		
Wed	16 September 2009	Health&Safety/Personal Effectiveness/Working with Computers		
Wed	23 September 2009	Health&Safety/Personal Effectiveness/Working with Computers		
Wed	30 September 2009	Health&Safety/Personal Effectiveness/Working with Computers		
Wed	07 October 2009	Management Information		
Wed	14 October 2009	Management Information		
Wed	21 October 2009	Management Information		
Wed	28 October 2009	Half term		
Wed	04 November 2009	Management Information simulation		
Wed	11 November 2009	ABC/BBK		
Wed	18 November 2009	ABC/BBK		
Wed	09 December 2009	ABC/BBK		
Wed	16 December 2009	ABC/BBK		
Wed	13 January 2010	Receipts		
Wed	20 January 2010	Receipts		
Wed	27 January 2010	Receipts		
Wed	03 February 2010	Receipts		
Wed	10 February 2010	Receipts simulation		
Wed	17 February 2010	Half term		
Wed	24 February 2010	Payments		HA
Wed	03 March 2010	Payments		HA
Wed	10 March 2010	Payments		HA
Wed	17 March 2010	Payments		HA
Wed	24 March 2010	Payments simulation		HA
Wed	31 March 2010	Ledger Balances		HA
Wed	07 April 2010	Easter		
Wed	14 April 2010	Ledger Balances		HA
Wed	21 April 2010	Ledger Balances		HA
Wed	28 April 2010	Ledger Balances		HA
Wed	05 May 2010	Ledger Balances		HA
Wed	12 May 2010	Computerised Basic Bookkeeping		HA
Wed	19 May 2010	Computerised Basic Bookkeeping		HA
Wed	26 May 2010	Ledger Balances simulation		HA
Wed	02 June 2010	Half term		
Mon	07 June 2010	Ledger Balances revision		HA
Tue	08 June 2010	Ledger Balances revision		HA
Wed	09 June 2010	Ledger Balances revision		HA
Tue	15 June 2010	PLB Exam (pm) - Preparing Ledger Balances		

Notes:

All courses will commence at 9.30am and finish at approximately 5.00pm.

A+ Training - 2nd Floor - Court Court - 4 Craigie Drive - The Millfields - Plymouth - Devon - Tel: 01752 256610