



PLYMOUTH FOUNDATION EVENING CLASS

Day	Date	Subject	Venue	Tutor
Tue	8 September 2009	Induction	A+ Plymouth	
Tue	15 September 2009	Health & Safety/Personal Effectiveness/WWC	A+ Plymouth	
Tue	22 September 2009	Health & Safety/Personal Effectiveness/WWC	A+ Plymouth	
Tue	29 September 2009	Health & Safety/Personal Effectiveness/WWC	A+ Plymouth	
Tue	6 October 2009	Management Information	A+ Plymouth	
Tue	13 October 2009	Management Information	A+ Plymouth	
Tue	20 October 2009	Management Information	A+ Plymouth	
Tue	27 October 2009	Half term	A+ Plymouth	
Tue	3 November 2009	Management Information Simulation	A+ Plymouth	
Tue	10 November 2009	Management Information Simulation	A+ Plymouth	
Tue	17 November 2009	Basic Bookkeeping	A+ Plymouth	
Tue	24 November 2009	Basic Bookkeeping	A+ Plymouth	
Tue	8 December 2009	Basic Bookkeeping	A+ Plymouth	
Tue	5 January 2010	Receipts	A+ Plymouth	
Tue	12 January 2010	Receipts	Class cancelled	
Tue	19 January 2010	Receipts	A+ Plymouth	
Tue	26 January 2010	Receipts	A+ Plymouth	
Tue	2 February 2010	Receipts	A+ Plymouth	
Tue	9 February 2010	Receipts Simulation	A+ Plymouth	
Tue	16 February 2010	Receipts Simulation	A+ Plymouth	
Tue	23 February 2010	Payments	A+ Plymouth	
Tue	2 March 2010	Payments	A+ Plymouth	
Tue	9 March 2010	Payments	A+ Plymouth	
Tue	16 March 2010	Payments	A+ Plymouth	
Tue	23 March 2010	Payments simulation	A+ Plymouth	
Tue	30 March 2010	Payments simulation	A+ Plymouth	
Tue	6 April 2010	Easter	A+ Plymouth	
Tue	13 April 2010	Ledger Balances	A+ Plymouth	
Tue	20 April 2010	Ledger Balances	A+ Plymouth	
Tue	27 April 2010	Ledger Balances	A+ Plymouth	
Tue	4 May 2010	Ledger Balances	A+ Plymouth	
Tue	11 May 2010	Ledger Balances simulation	A+ Plymouth	
Tue	18 May 2010	Ledger Balances simulation	A+ Plymouth	
Tue	25 May 2010	Ledger Balances revision	A+ Plymouth	
Tue	1 June 2010	Ledger Balances revision	A+ Plymouth	
Tue	8 June 2010	Ledger Balances revision	A+ Plymouth	
Tue	15 June 2010	PLB Exam (pm) - Preparing Ledger Balances	A+ Plymouth	
Tue	22 June 2010	Computerised Basic Bookkeeping	A+ Plymouth	
Tue	29 June 2010	Computerised Basic Bookkeeping	A+ Plymouth	
Tue	6 July 2010	Computerised Basic Bookkeeping	A+ Plymouth	
Tue	13 July 2010	Computerised Basic Bookkeeping	A+ Plymouth	

Notes:

1. Simulations may be taken on Saturdays instead of evenings (see your tutor)

All courses will commence at 6.00pm and finish at approximately 8.00pm

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