



## MOSAic Training course—Perth, WA

Thank you for booking on one of more of the following MOSAic sessions on :-

<b>Tuesday 5th February 2019</b>	<b>9.30a.m. to 4.30p.m.</b> <b>Data Entry &amp; Basic Searching</b>
<b>Wednesday 6th February 2019</b>	<b>9.30a.m. to 4.30p.m.</b> <b>Advanced Searching, Reporting &amp; Exporting</b>
<b>Thursday 7th February 2019</b>	<b>9.30a.m. to 4.30p.m.</b> <b>Personalise &amp; Manage MOSAic</b>
<b>Friday 8th February 2019</b>	<b>9.30a.m. to 4.30p.m.</b> <b>Advanced Collections Management &amp; Troubleshooting BYO queries.</b>

### **WHERE :**

Girl Guide Australia HQ, 265 Great Eastern Highway (cnr. Great Eastern Hwy & Kimberley St.,) Belmont, WA 6104

**Parking:** There is a limited amount of parking in front and beside the Girl Guide HQ plus, you are permitted to park in Kimberley St or on the grass verge adjacent to the building in Kimberley St.

**Public transport:** The Girl Guides HQ is on several Bus routes. Check these out by visiting [www.Transperth.wa.gov.au](http://www.Transperth.wa.gov.au)

### **Refreshments:**

**Morning and Afternoon tea:** This will be provided however, if you have specific dietary requirements, please bring your own.

If you would like to bring your own cup/mug and stay “green”, please do so.

**Lunch:** Please provide your own lunch. There is a fridge for storing your food and drinks in.

### **Training version of MOSAic 11**

If you would like to have a copy of MOSAic 11 installed on your own laptop/computer so that you can practise at home or at your leisure, then please feel free to bring own laptop with you to have MOSAic installed or, you can bring a USB stick and we will copy the installation file onto this for you to take away and install for yourself.

### **What to bring with you:**

- Lunch
- Pen / pencil to make notes.

### **You will be provided with:**

- A laptop computer for the duration of your attendance.
- A Student guide for each attendance day. You can make notes in this guide—it is yours to keep! You may bring additional paper for any extra notes if you wish.

Should you require any further information or have difficulty locating us on the day, please call me on the Mobile 0403 832 527

**For further information Email or phone Sally-Anne at IST  
E: [Sally-Anne@ISTechnology.com.au](mailto:Sally-Anne@ISTechnology.com.au) or phone 08 9537 2874 or 0403 832 527**