

# 2018 ORDER FORM SPECIAL

**CORPORATE PUBLICATIONS, MP4 VIDEOS AND PRESENTATION NOTES  
FOR PROFESSIONALS, DIRECTORS, MEMBERS, COMPANY SECRETARIES, LECTURERS AND STUDENTS**

## MAKE IT YOUR OWN WITH YOUR LOGO & CONTACT DETAILS

**YOUR COVERS:** Minimum 10 or 20 (**PLUS PRIVATE COURIER DOOR-TO-DOOR & PACKAGING 20%**)

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- HARD COPY VERSION IS AVAILABLE WITH PLAIN COVERS OR CUSTOMISED WITH YOUR BUSINESS LOGO ON OUTSIDE OF FRONT AND BACK COVERS
- CUSTOMISED BOOKS: MINIMUM QUANTITY OPTIONS: 10 OR 20 PER BUSINESS
- PRESENTATION NOTES ARE SOFT COPY (ELECTRONIC, PDF) SENT BY EMAIL
- VIDEOS ARE MP4 DOWNLOADS (ELECTRONIC) SENT BY EMAIL

### YOUR DETAILS / YOUR BUSINESS DETAILS

Responsible Person's Name:	
Business Name:	
Delivery Address:	
Postal Address:	
Tel:	Email Address:
Cell:	VAT Number:
Date:	Signature:

#### BANK DETAILS:

Genesis t/a ProfitPoint, **Bank:** ABSA, **Branch:** Longbeach Branch (632005), **Account Number:** 4069766332  
**VAT Number:** 4940191655 | **Tel:** +27(0)21 782 0765 | **Cell:** +27(0)82 820 5338

Kindly put your name and business name as a reference when paying EFT. Tax Invoice to follow.  
Email order form and proof of payment to [drjohn@profitpointsolutions.com](mailto:drjohn@profitpointsolutions.com) or fax to **086 577 0043**.  
Once order form received, we will be in contact to receive business and logo details for **Your Cover** orders.

#### FORTHCOMING PUBLICATIONS:

- QUESTIONS AND ANSWERS FOR COMPANY SECRETARIES
- QUESTIONS AND ANSWERS ON BUSINESS RESCUE FOR COMPANIES
- QUESTIONS AND ANSWERS ON BUSINESS VALUATIONS
- QUESTIONS AND ANSWERS ON CORPORATE GOVERNANCE
- QUESTIONS AND ANSWERS ON BUSINESS, BRAND, COMPANY AND COMMERCIAL PROPERTY VALUATIONS

#### FORTHCOMING WEBINARS:

**Forthcoming Webinars (Virtual Training Seminars) 2018 Calendar Programme on the last page to this form**

# WE THANK YOU FOR YOUR BUSINESS

# BOOKS ORDER FORM (COMBOS ON NEXT PAGE)

## FOR PROFESSIONALS, DIRECTORS, MEMBERS OF CCs, LECTURERS & STUDENTS

**YOUR COVER: No Additional Artwork Cost for Your Logo on the Cover!**

DESCRIPTION	ORDER	UNIT PRICE (incl. VAT)	QTY	TOTALS
<b>NOTES ON SOUTH AFRICAN COMPANIES ACT (3rd Edition) INCLUDING THE INTEGRATED COMPANIES ACT - 1800 PAGES (B5)</b>				
PLAIN COVER	Minimum 1	<b>R 875.00</b>		
YOUR COVER	Minimum 10	<b>R 835.00</b>		
YOUR COVER	Minimum 20	<b>R 795.00</b>		
<b>QUESTIONS &amp; ANSWERS ON SOUTH AFRICAN COMPANIES ACT (3rd Edition) - OVER 500 Q &amp; As - 500 PAGES (A5)</b>				
PLAIN COVER	Minimum 1	<b>R 645.00</b>		
PLAIN COVER	Minimum 5	<b>R 615.00</b>		
YOUR COVER	Minimum 10	<b>R 585.00</b>		
YOUR COVER	Minimum 20	<b>R 555.00</b>		
<b>QUESTIONS &amp; ANSWERS FOR COMPANY DIRECTORS &amp; PRESCRIBED OFFICERS ON THE COMPANIES ACT AND CORPORATE GOVERNANCE - OVER 1,750 Q &amp; As - 1,500 PAGES (A5)</b>				
PLAIN COVER	Minimum 1	<b>R 875.00</b>		
PLAIN COVER	Minimum 5	<b>R 835.00</b>		
YOUR COVER	Minimum 10	<b>R 795.00</b>		
YOUR COVER	Minimum 20	<b>R 755.00</b>		
<b>VRAE EN ANTWOORDE OOR DIE SUID-AFRIKAANSE MAATSKAPPYWET - MEER AS 450 V &amp; A - 500 BLADSYE (A5)</b>				
PLAIN COVER	Minimum 1	<b>R 495.00</b>		
PLAIN COVER	Minimum 5	<b>R 485.00</b>		
YOUR COVER	Minimum 10	<b>R 470.00</b>		
YOUR COVER	Minimum 20	<b>R 455.00</b>		
<b>QUESTIONS &amp; ANSWERS FOR AUDITORS &amp; ACCOUNTANTS ON THE NEW COMPANIES ACT &amp; AUDITING PROFESSION ACT - OVER 365 Q &amp; As - 530 PAGES (A5) including the Auditing Profession Act 2005 with amendments from the Auditing Profession Amendment Act 2015</b>				
PLAIN COVER	Minimum 1	<b>R 495.00</b>		
PLAIN COVER	Minimum 5	<b>R 485.00</b>		
YOUR COVER	Minimum 10	<b>R 470.00</b>		
YOUR COVER	Minimum 20	<b>R 455.00</b>		
<b>QUESTIONS &amp; ANSWERS ON CLOSE CORPORATIONS ON THE CLOSE CORPORATIONS ACT &amp; COMPANIES ACT, INCLUDING FOR ACCOUNTING OFFICERS AND MEMBERS OF CCs - OVER 450 Q &amp; As (A5) Including the Integrated and Consolidated Close Corporations Act, 1984, as amended and Close Corporation Administrative Regulations</b>				
PLAIN COVER	Minimum 1	<b>R 475.00</b>		
PLAIN COVER	Minimum 5	<b>R 465.00</b>		
YOUR COVER	Minimum 10	<b>R 450.00</b>		
YOUR COVER	Minimum 20	<b>R 425.00</b>		
<b>QUESTIONS &amp; ANSWERS ON BUSINESS RESCUE &amp; WINDING-UP OF CLOSE CORPORATIONS - OVER 550 Q &amp; As (A5) Including Chapters 2 &amp; 6 from Integrated and Consolidated Companies Act 2008, Chapter 14 of Companies Act 1973, Part 9 from Integrated and Consolidated Close Corporations Act 1984 and Selected Case Law</b>				
PLAIN COVER	Minimum 1	<b>R 519.00</b>		
PLAIN COVER	Minimum 5	<b>R 499.00</b>		
YOUR COVER	Minimum 10	<b>R 495.00</b>		
YOUR COVER	Minimum 20	<b>R 465.00</b>		
<b>VALUATIONS HANDBOOK: BUSINESS, COMPANY &amp; COMMERCIAL PROPERTY VALUATIONS - 810 PAGES (B5)</b>				
PLAIN COVER	Minimum 1	<b>R 795.00</b>		
PLAIN COVER	Minimum 5	<b>R 775.00</b>		
YOUR COVER	Minimum 10	<b>R 735.00</b>		
YOUR COVER	Minimum 20	<b>R 695.00</b>		
<b>SUB-TOTAL BOOK(S) including VAT &amp; excluding courier &amp; packaging</b>			<b>QTY</b>	
<b>+ PRIVATE DOOR-TO-DOOR COURIER &amp; PACKAGING (20% OF SUB-TOTAL)</b>				<b>+20%</b>
<b>TOTAL DUE / TOTAAL VERSKULDIG</b>				

# COMBOS ORDER FORM (BOOKS ON PREVIOUS PAGE)

## FOR PROFESSIONALS, DIRECTORS, MEMBERS OF CCs, LECTURERS & STUDENTS

DESCRIPTION	ORDER	UNIT PRICE (incl. VAT)	QTY	TOTALS
<b>COMBO #1: NOTES ON SA COMPANIES ACT (3rd Edition) + Qs &amp; As ON THE SA COMPANIES ACT (3rd Edition) in English or Afrikaans</b>				
COMBO #1 - PLAIN COVER	Minimum 1	<b>R 1,395.00</b>		
COMBO #1 - PLAIN COVER	Minimum 5	<b>R 1,325.00</b>		
COMBO #1 - YOUR COVER	Minimum 10	<b>R 1,255.00</b>		
COMBO #1 - YOUR COVER	Minimum 20	<b>R 1,195.00</b>		
<b>COMBO #2: NOTES ON SA COMPANIES ACT (3rd Edition) + QUESTIONS &amp; ANSWERS FOR AUDITORS &amp; ACCOUNTANTS ON THE NEW COMPANIES ACT &amp; AUDITING PROFESSION ACT</b>				
PLAIN COVER	Minimum 1	<b>R 1,295.00</b>		
PLAIN COVER	Minimum 5	<b>R 1,235.00</b>		
YOUR COVER	Minimum 10	<b>R 1,165.00</b>		
YOUR COVER	Minimum 20	<b>R 1,115.00</b>		
<b>COMBO #3: QUESTIONS &amp; ANSWERS ON SA COMPANIES ACT (3rd Edition) in English or Afrikaans + QUESTIONS &amp; ANSWERS FOR AUDITORS &amp; ACCOUNTANTS ON THE NEW COMPANIES ACT &amp; AUDITING PROFESSION ACT</b>				
PLAIN COVER	Minimum 1	<b>R 1,095.00</b>		
PLAIN COVER	Minimum 5	<b>R 1,065.00</b>		
YOUR COVER	Minimum 10	<b>R 1,035.00</b>		
YOUR COVER	Minimum 20	<b>R 995.00</b>		
<b>COMBO #4: QUESTIONS &amp; ANSWERS FOR AUDITORS &amp; ACCOUNTANTS ON THE NEW COMPANIES ACT &amp; AUDITING PROFESSION ACT + VALUATIONS HANDBOOK</b>				
PLAIN COVER	Minimum 1	<b>R 1,175.00</b>		
PLAIN COVER	Minimum 5	<b>R 1,115.00</b>		
YOUR COVER	Minimum 10	<b>R 1,065.00</b>		
YOUR COVER	Minimum 20	<b>R 1,015.00</b>		
<b>COMBO #5: QUESTIONS &amp; ANSWERS ON BUSINESS RESCUE AND WINDING-UP OF CCs + QUESTIONS &amp; ANSWERS FOR CLOSE CORPORATIONS ON THE NEW COMPANIES ACT &amp; CLOSE CORPORATIONS ACT</b>				
PLAIN COVER	Minimum 1	<b>R 895.00</b>		
PLAIN COVER	Minimum 5	<b>R 875.00</b>		
YOUR COVER	Minimum 10	<b>R 850.00</b>		
YOUR COVER	Minimum 20	<b>R 795.00</b>		
<b>COMBO #6: QUESTIONS &amp; ANSWERS FOR COMPANY DIRECTORS &amp; PRESCRIBED OFFICERS + QUESTIONS &amp; ANSWERS ON SA COMPANIES ACT (3rd Edition) in English or Afrikaans</b>				
PLAIN COVER	Minimum 1	<b>R 1,395.00</b>		
PLAIN COVER	Minimum 5	<b>R 1,325.00</b>		
YOUR COVER	Minimum 10	<b>R 1,255.00</b>		
YOUR COVER	Minimum 20	<b>R 1,195.00</b>		
<b>COMBO #7: Q&amp;A FOR COMPANY DIRECTORS + VALUATIONS HANDBOOK</b>				
PLAIN COVER	Minimum 1	<b>R 1,525.00</b>		
PLAIN COVER	Minimum 5	<b>R 1,445.00</b>		
YOUR COVER	Minimum 10	<b>R 1,375.00</b>		
YOUR COVER	Minimum 20	<b>R 1,195.00</b>		
<b>VALUE PACK: RECEIVE THE COMPLETE SET OF THE ABOVE CORPORATE PUBLICATIONS AT A SPECIAL OFFER!</b>				
7 SINGLE PUBLICATIONS (English Only) PLAIN COVER	Minimum 1	<b>R 4,079.00</b> <b>SAVE R 600</b>		
8 SINGLE PUBLICATIONS (English + Afrikaans) PLAIN COVER	Minimum 1	<b>R 4,474.00</b> <b>SAVE R 700</b>		
<b>SUB-TOTAL BOOK(S) including VAT &amp; excluding courier &amp; packaging</b>			<b>QTY</b>	
<b>+ PRIVATE DOOR-TO-DOOR COURIER &amp; PACKAGING (20% OF SUB-TOTAL)</b>				<b>+20%</b>
<b>TOTAL DUE / TOTAAL VERSKULDIG</b>				

# MP4 VIDEOS, WEBINAR RE-WATCH & PRESENTATION NOTES

## COMBOS ON NEXT PAGE

**2018 PRICES & SPECIAL OFFER:** PURCHASE MP4 AND GET A FREE COPY OF THE PRESENTATION NOTES!

● **PRESENTATION NOTES\*:** Soft/Electronic Copy (PDF) sent by Email

Delegate Notes from the Webinar Presentation sent as a Download (PDF). Hard copy can be sent on request subject to additional courier fee.

**NEW YEAR SPECIAL OFFER :**

Presentations Notes = R604 incl VAT each (per set) except King IV™ Made Easy (Advanced Notes) = R806 incl VAT

**POST 30 APRIL 2018:**

Presentations Notes = R633 incl VAT each (per set) except King IV™ Made Easy (Advanced Notes) = R863 incl VAT

\* **CAVEAT:** PDF Notes emailed once available on presentation of training topic (see training calendar on last page for dates)

● **MP4 VIDEO RECORDING DOWNLOAD:**

R 1438 incl VAT (except King IV™ Made Easy (3 hour): R 2013 incl VAT)

● **WEBINAR [Re-Watch Website Link] view for Unlimited Time:**

R 1438 incl VAT (except King IV™ Made Easy (3 hour): R 2013 incl VAT)

● **WEBINAR [Re-Watch Website Link] view for 15 Days Only:**

R 684.25 incl VAT (except King IV™ Made Easy (3 hour): R 863 incl VAT)

### SERIES 1: BUSINESS LEGISLATION, COMPLIANCE AND CORPORATE GOVERNANCE

1. King IV™ Made Easy and Corporate Governance including King IV™ Practice Notes Update (3 hour)
2. Types of Companies including NPCs, NGOs and PBOs
3. Companies Act Fundamentals and the MOI and PI Score
4. Companies Act Update and the MOI and PI Score
5. Directors and Prescribed Officers' Duties and Liabilities (Roles and Responsibilities)
6. Director Appointment, Election, Records, Removal, Resignation and Remuneration
7. Shareholder Governance: Shareholders Rights, Roles, Resolutions, Remedies and Minority Shareholder Protection and Shareholders Agreement
8. Corporate Tests: 11 Corporate Tests of the New Companies Act and Failure Prediction
9. Director's Toolkit, Skills Audit and Board Performance Evaluation
10. Close Corporations and the New Companies Act and Amended CC Act Applications
11. Business Rescue and Turnarounds of Companies and Ccs
12. How to Draft a Business Rescue Plan
13. Fundamental Transactions Part 1: Disposals, Mergers and Schemes of Arrangements
14. Fundamental Transactions Part 2: Mandatory Offers, Compulsory Acquisitions, Squeeze-Outs, Comparable and Partial Offers, Restrictions and Prohibitions
15. 3 in 1: CPA, POPI and PAIA Made Easy
16. B-BBEE Made Easy
17. Labour Law Update
18. Amended IRBA Code Unpacked
19. Professional Practice Management Best Practices including Ethical Standards (IESBA Code)
20. Trust Governance and Trust Administration

### SERIES 2: FINANCIAL MANAGEMENT AND PERFORMANCE MANAGEMENT

21. How to Read Financial Statements: Finance for Non-Financial and Financial Professionals
22. Finance Fundamentals: Financial Statement Analysis, Financial Ratio Analysis and Financial Literacy Test
23. Debt versus Equity Decision: Financing Structure, Capital Budgeting and Financial Risk
24. How to Reduce Bad Debts: Working Capital Management

and Accounts Receivable Management

25. Business Health Check and Financial Health Check
26. Performance Management and the Balanced Scorecard
27. Strategic Planning and the Winning Business Model
28. Business Continuity Planning, Succession Planning and Estate Planning

### SERIES 3: VALUATIONS

29. Business Valuations: Challenges and Strategic Considerations
30. Business Valuation Methods : Primary and Secondary Valuation Methods and Reasonability Tests
31. Business Valuations: Risk Analysis and Cost of Risk and the Discount and Capitalisation Rates
32. Business Valuations and Tax Implications
33. Valuation of Franchises, Brands and other Intangibles
34. Business Valuation Cases Part 1: Sole Proprietor & Partnership, SBC, Family-Owned, Farming Operation, Fishing Operation, Insurance Brokerage
35. Business Valuation Cases Part 2: ICT , Hospitality, Professional Practice, Construction, Distribution, Marketing and Advertising
36. How to Critically Analyse a Valuation Report including Valuation Red Flags, Errors, Mistakes and Omissions
37. Business Valuations: Step-by-Step Process and the Owner-Managed Business
38. Commercial Property Valuations
39. How to Value a Software Company including Software Intellectual Property, Enterprise Value and Equity Value
40. How to Value a Trust including SARS Valuation Rules for Trusts

### SERIES 4: ASSURANCE, AUDIT AND ACQUISITIONS

41. Audit versus Independent Review of Companies and Close Corporations and the Owner-Managed Entity
42. Risk Management including Internal Audit and Internal Controls
43. Strategic and Enterprise Risk Management, Fraud Detection and the Risk Management Plan
44. Buying and Selling a Business, Acquisition / Investment Decision Options and Integrated Due Diligence
45. Franchising Made Easy

Please **CIRCLE** your choice of the Title Number(s) from above list (1 to 45)

**TOTAL DUE** (incl VAT)

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• **PRESENTATION NOTES\***: Soft/Electronic Copy (PDF) sent by Email

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TITLE	NEW YEAR SPECIAL	POST 30 APRIL 2018	TOTAL
• 2 in 1 COMBO: Choose any 2 of the above (excl. King IV™ Made Easy)	<b>R 883</b> <small>SAVE R 323</small>	<b>R 928</b> <small>SAVE R 384</small>	
• 3 in 1 COMBO: Choose any 3 of the above (excl. King IV™ Made Easy)	<b>R 1236</b> <small>SAVE R 572</small>	<b>R 1387</b> <small>SAVE R 506</small>	
• 5 in 1 COMBO: Choose any 5 of the above (excl. King IV™ Made Easy)	<b>R 1967</b> <small>SAVE R 1045</small>	<b>R 2169</b> <small>SAVE R 985</small>	
• VALUE PACK 7: Choose any 7 of the above (excl. King IV™ Made Easy)	<b>R 2648</b> <small>SAVE R 1568</small>	<b>R 2976</b> <small>SAVE R 1439</small>	
• VALUE PACK 10: Choose any 10 of the above (excl. King IV™ Made Easy)	<b>R 3909</b> <small>SAVE R 2115</small>	<b>R 4307</b> <small>SAVE R 2000</small>	
<b>TOTAL DUE (incl VAT)</b> State the Title and Corresponding Number	<b>R</b>		

**2018 SPECIAL PRICES AND OFFER: PURCHASE MP4 AND GET A FREE COPY OF THE PRESENTATION NOTES!**

PRICE COLUMN A: **MP4 Video Downloads** (including VAT)

PRICE COLUMN B: **Webinar** [Re-Watch Website Link] view for **Unlimited Time** (including VAT)

PRICE COLUMN C: **Webinar** [Re-Watch Website Link] view for **15 Days Only** (including VAT)

TITLE	A	B	C	TOTAL
• 2 in 1 COMBO: Choose any 2 of the above (excl. King IV™ Made Easy)	<b>R 2588</b>	<b>R 2588</b>	<b>R 1230</b>	
• King IV™ Made Easy + any other Mp4 (excl. King IV™ Made Easy)	<b>R 3163</b>	<b>R 3163</b>	<b>R 1347</b>	
• 3 in 1 COMBO: Choose any 3 of the above (excl. King IV™ Made Easy)	<b>R 3738</b>	<b>R 3738</b>	<b>R 1846</b>	
• 5 in 1 COMBO: Choose any 5 of the above (excl. King IV™ Made Easy)	<b>R 6547</b>	<b>R 6547</b>	<b>R 2926</b>	
• VALUE PACK 7: Choose any 7 of the above (excl. King IV™ Made Easy)	<b>R 9180</b>	<b>R 9180</b>	<b>R 4088</b>	
• VALUE PACK 10: Choose any 10 of the above (excl. King IV™ Made Easy)	<b>R 12375</b>	<b>R 12375</b>	<b>R 5325</b>	
<b>TOTAL DUE (incl VAT)</b> State the Title and Corresponding Number	<b>R</b>			

\* **CAVEAT:** PDF Notes emailed once available on presentation of training topic (see training calendar on last page for dates)

## IMAGES OF BOOKS



# GENESIS WEBINAR TRAINING 2018 PROGRAMME

DATE & TIME (ZA)		WEBINAR TITLE	DAY
<b>FEBRUARY 2018</b>			
09 Feb.	09:00-12:00	King IV™ Made Easy and Corporate Governance including King IV™ Practice Notes Update	Fri.
16 Feb.	08:30-10:30	Directors and Prescribed Officers Duties and Liabilities (Roles and Responsibilities)	Fri.
16 Feb.	11:30-13:30	Director Appointment, Election, Records, Removal, Resignation and Remuneration	Fri.
<b>MARCH 2018</b>			
08 Mar.	08:30-10:30	Debt versus Equity Decision: Financing Structure, Capital Budgeting and Financial Risk	Thurs.
08 Mar.	11:30-13:30	How to Reduce Bad Debts: Working Capital Management and Accounts Receivable Management	Thurs.
15 Mar.	08:30-10:30	Business Valuation Methods including Cost of Capital versus Cost of Equity and Discount Rate versus Capitalisation Rate	Thurs.
15 Mar.	11:30-13:30	Valuation of Franchises, Brands and other Intangibles	Thurs.
<b>APRIL 2018</b>			
12 Apr.	08:30-10:30	How to Read Financial Statements: Finance for Non-Financial and Financial Professionals	Thurs.
12 Apr.	11:30-13:30	Finance Fundamentals: Financial Statement Analysis, Financial Ratio Analysis and Financial Literacy Test	Thurs.
19 Apr.	08:30-10:30	Companies Act Fundamentals and the MOI and PI Score	Thurs.
19 Apr.	11:30-13:30	Types of Companies: Profit versus Non-Profit Companies including NPCs, NPOs, NGOs and PBOs	Thurs.
<b>MAY 2018</b>			
11 May	08:30-10:30	Business Valuations and Tax Implications	Fri.
11 May	11:30-13:30	Commercial Property Valuations: Step by Step Process	Fri.
18 May	08:30-10:30	Business Valuation Cases Part 1: Sole Proprietor & Partnership, SBC, Family-Owned, Farming Operation, Fishing Operation, Insurance Brokerage	Fri.
18 May	11:30-13:30	Business Valuation Cases Part 2: ICT, Hospitality, Professional Practice, Construction, Distribution, Marketing and Advertising	Fri.
<b>JUNE 2018</b>			
15 June	08:30-10:30	Shareholder Governance: Shareholders Rights, Roles, Resolutions, Remedies and Minority Shareholder Protection and Shareholders Agreement	Fri.
15 June	11:30-13:30	Corporate Tests: 11 Corporate Tests of the New Companies Act and Failure Prediction	Fri.
22 June	08:30-10:30	Strategic & Enterprise Risk Management, Fraud Detection, Risk Committee, Internal Controls, Internal Audit & the Risk Management Plan	Fri.
22 June	11:30-13:30	Buying and Selling a Business, Acquisition / Investment Decision Options and Integrated Due Diligence	Fri.
<b>JULY 2018</b>			
13 July	08:30-10:30	Business Rescue and Turnarounds of Companies and Ccs	Fri.
13 July	11:30-13:30	Business Continuity Planning, Succession Planning and Estate Planning	Fri.
20 July	08:30-10:30	Close Corporations and the New Companies Act and Amended CC Act Applications	Fri.
20 July	11:30-13:30	Audit versus Independent Review for Companies and CCs and the Owner-Managed Entity	Fri.
<b>AUGUST 2018</b>			
17 Aug.	08:30-10:30	Business Health Check, Financial Health Check and Financial Literacy	Fri.
17 Aug.	11:30-13:30	Director's Toolkit, Skills Audit and Board Performance Evaluation	Fri.
24 Aug.	08:30-10:30	Professional Practice Management Best Practices including Ethical Standards (IESBA Code) and Money Laundering	Fri.
24 Aug.	11:30-13:30	Fundamental Transactions Part 1: Disposals, Mergers and Schemes of Arrangements	Fri.
<b>SEPTEMBER 2018</b>			
14 Sep.	08:30-10:30	3-in-1: CPA, POPI and PAIA Made Easy	Fri.
14 Sep.	11:30-13:30	A B C of VAT Part 1: New VAT Rules and VAT Compliance (Administration)	Fri.
21 Sep.	08:30-10:30	Labour Law Update: What it means for your practice and your clients	Fri.
21 Sep.	11:30-13:30	A B C of VAT Part 2: New VAT 201 Return and VAT Application Cases	Fri.
<b>OCTOBER 2018</b>			
12 Oct.	08:30-10:30	Trust Governance and Administration: Can you trust a Trust? Have you got what it takes to be a Trustee?	Fri.
12 Oct.	11:30-13:30	Commercial Property Valuations: Step by Step Process for Commercial and Investment Properties	Fri.
19 Oct.	08:30-10:30	Business Valuations: Step by Step Process and the Owner-Managed Business	Fri.
19 Oct.	11:30-13:30	How to Critically Analyse a Valuation Report including Valuation Red flags: Errors, Mistakes and Omissions	Fri.
<b>NOVEMBER 2018</b>			
09 Nov.	08:30-10:30	How to Read Financial Statements: Finance for Non-Financial and Financial Professionals	Fri.
09 Nov.	11:30-13:30	Finance Fundamentals: Financial Statement Analysis, Financial Ratio Analysis and Financial Literacy Test	Fri.
16 Nov.	08:30-10:30	B-BBEE Made Easy	Fri.
16 Nov.	11:30-13:30	Franchising Made Easy: Step-by-Step to Successful Franchising for Franchisor and Franchisee	Fri.
23 Nov.	08:30-10:30	How to Value a Trust including SARS Valuation Rules for Trusts	Fri.
23 Nov.	11:30-13:30	How to Value a Software Company including Software Intellectual Property, Enterprise Value and Equity Value	Fri.