

*AIMS Classroom Training Schedule  
JAN – FEB, 2010*

Jan. 12	a.m.	General Ledger, Sys. Administration, Main Menu
	p.m.	Accounts Payable
Jan. 14	a.m.	Accounts Receivable
	p.m.	Payroll
Jan. 26	a.m.	Order Entry/Invoicing
	p.m.	Quotations, Contact Manager, Sales Analysis
Jan. 28	a.m.	Inventory Control*
	p.m.	Purchasing*
Feb. 9	a.m.	Bill of Materials / Work Order
	p.m.	Job Costing
Feb. 11	a.m.	Service Order
	p.m.	Rental Billing, Fixed Assets

*\*Must be taken together.*

Each 3-hour class is held in our boardroom, is limited to 8 people, and costs \$129 per person. Morning classes run from 9 to noon; afternoon classes run from 1:30 to 4:30. (Lunch is included with the Inventory/Purchasing class.)

To register, call Debbie at (780) 702-4719