

# MUNSOFT

## SCHEDULED ONLINE TRAINING

### JANUARY 2022

# Training

#### CALENDAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5 <b>SUPERVISOR</b> Including: * Administrators * Month-End Overview	6 <b>CASHIERS</b>	7
10	11 <b>VALUE ADDED TAX (VAT)</b>	12 <b>CASHBOOK</b> Including: * Bank Reconciliation * Petty Cash <b>ALL PAYMENTS</b> Including: * Projects * Cash Book * Creditors	13 <b>CASHBOOK</b> Including: * Bank Reconciliation * Petty Cash <b>ALL PAYMENTS</b> Including: * Projects ♦ Cash Book * Creditors	14 <b>REGISTERS</b>
17 <b>CONSUMER DEBTORS</b>	18 <b>CONSUMER DEBTORS</b>	19 <b>CONSUMER DEBTORS</b>	20	21
24	25 <b>SUPPLY CHAIN MANAGEMENT, PROCUREMENT</b> Including: * Creditor Setup * Mini Tender	26 <b>SUPPLY CHAIN MANAGEMENT, PROCUREMENT</b> Including: * Creditor Setup * Mini Tender	27	28 <b>FIXED ASSETS</b>
31 <b>BANK RECON</b>				

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