

Surf Accounts Training

Time: 10.00am – 3.00pm (Lunch will be provided)

September

Getting Started

Training Topics

- Overview and settings
- Getting set up on Surf Accounts
- Supplier module – beginners
- Banking module – beginners
- Customer module - beginners
- Month end reporting - beginners

October & November

Current Users

Training Topics

- Accounting for RCT and VAT
- Accounting for wages and payroll taxes
- Bank reconciliations
- Budget Imports & Year End
- Editing and correcting transactions
- Month end process and reporting

At training we will have sample data, or you can bring your own school financial data.
If you require assistance with the initial setup up, or cannot attend one of the sessions, please contact us to book a remote session.

September	
Education Centres	Dates
Athlone	Tues. 24 th Sept.
Cork City	Weds. 25 th Sept.
Dublin West	Thurs. 26 th Sept.

October	
Education Centres	Dates
Laois	Tues. 1 st Oct.
Ennis	Weds. 2 nd Oct.
Dublin West	Fri. 4 th Oct.
Tralee	Mon. 7 th Oct.
Carrick-on-Shannon	Tues. 8 th Oct.
Letterkenny (Resource Centre)	Thurs. 10 th Oct.

November	
Education Centres	Dates
Athlone	Tues 05 th Nov.
Cork City	Weds 06 th Nov.
Dublin West	Thurs 07 th Nov.
Laois	Tues 12 th Nov.
Ennis	Weds 13 th Nov.
Galway	Tues. 19 th Nov.
Tralee	Weds. 20 th Nov.
Letterkenny (Resource Centre)	Thurs. 21 st Nov.
Dublin West	Mon. 25 th Nov.

Each training session will be limited to a maximum of 10 participants

[Click here to register](#)