



FINANCIAL & BUSINESS SERVICES DIVISION
DEAKIN FINANCIAL MANAGEMENT SYSTEM
TRAINING DATES AND TIMES 2009

GEELONG CAMPUS at WAURN PONDS		First Tuesday of every second month	
Research Meeting Room Fred Jevons Building (Union/Admin), Level 3, Room JB3.202			
Tuesday 3 February 2009			
9:30 – 10:30 Purchasing	10:30 – 11:30 Reports & Inquiries	11:30 – 12:30 General Ledger	1:30 – 2:30 Expense Reimbursements
Tuesday 7 April 2009			
9:30 – 10:30 Purchasing	10:30 – 11:30 Reports & Inquiries	11:30 – 12:30 General Ledger	1:30 – 2:30 Accounts Receivable
Tuesday 2 June 2009			
9:30 – 10:30 Purchasing	10:30 – 11:30 Reports & Inquiries	11:30 – 12:30 General Ledger	1:30 – 2:30 Expense Reimbursements
Tuesday 4 August 2009			
9:30 – 10:30 Purchasing	10:30 – 11:30 Reports & Inquiries	11:30 – 12:30 General Ledger	1:30 – 2:30 Accounts Receivable
Tuesday 6 October 2009			
9:30 – 10:30 Purchasing	10:30 – 11:30 Reports & Inquiries	11:30 – 12:30 General Ledger	1:30 – 2:30 Expense Reimbursements

Bookings are essential. To make a booking, or for any other training information please email:- accsys@deakin.edu.au or call **Simone on 72679**.



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MELBOURNE CAMPUS at BURWOOD Second Wednesday of every second month Meeting Room Building HE, Level 2, Room he3.020			
Wednesday 11 February 2009 ROOM CHANGE B-EA.2.01			
10:00 – 11:00 Purchasing	11:00 – 12:00 Reports & Inquiries	12:00 – 1:00 General Ledger	2:00-3:00 Expense Reimbursements
Wednesday 8 April 2009			
10:00 – 11:00 Purchasing	11:00 – 12:00 Reports & Inquiries	12:00 – 1:00 General Ledger	2:00-3:00 Accounts Receivable
Wednesday 10 June 2009			
10:00 – 11:00 Purchasing	11:00 – 12:00 Reports & Inquiries	12:00 – 1:00 General Ledger	2:00-3:00 Expense Reimbursements
Wednesday 12 August 2009			
10:00 – 11:00 Purchasing	11:00 – 12:00 Reports & Inquiries	12:00 – 1:00 General Ledger	2:00-3:00 Accounts Receivable
Wednesday 14 October 2009			
10:00 – 11:00 Purchasing	11:00 – 12:00 Reports & Inquiries	12:00 – 1:00 General Ledger	2:00-3:00 Expense Reimbursements

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