



QA Software

Training Course Registration Form

Fax this to: (03) 9326 6544

Course Name	Course Dates**	Course Code	Course Duration	Cost per Attendee * (excl GST)	No. of Attendees	Cost
QDMS Document Management						
An Introduction to Document Control		DM00	½ Day	\$350		
General Users Course		DM01	1 Day	\$550		
Project Administrators Course		DM02	½ Day	\$350		
QTRAK Correspondence Management						
General Users Course		TR01	1 Day	\$550		
Project Administrators Course		TR02	½ Day	\$350		
TeamBinder (Project Collaboration)						
General Users Course (Working with Mail & Documents)		TB01	½ Day	\$350		
Working with Controlled Documents (including XL-Upload, Transmittals and Packages)		TB02	1 Day	\$550		
Review and Approval Process for Controlled Documents		TB03	½ Day	\$350		
Project Administrators Course		TB04	½ Day	\$350		
Company Administrators Course		TB05	½ Day	\$350		
DefectInspector (Defect Management Tool)						
General Users Course		ID01	½ Day	\$350		
Sub Total						
GST – Add 10%						
Total						

Courses costs include course materials and refreshments. All attendees are provided with a computer for hands-on training.

***10% Early Bird discount** – for registration + payments received at least 14 days prior to course date.

** Refer to http://www.qa-software.com/services/training/training_dates.htm

More Information: Please call QA Software on (03) 8379 0000 or via email training@qa-software.com

To Register: Complete the Registration & Other Details section below and fax to QA Software on 03 9326 6544.

It is mandatory to fill all the boxes containing ⇨

Registration Details:

Purchase Order No.

Name(s)	Email Address	Mobile Number (for late changes)	Course Code
⇨	⇨	⇨	⇨

Other Details:

Company Name:	⇨				
Address:					
City:		State:		Post Code:	
Phone:	⇨	Fax:			
Contact Name:	⇨	e-mail:			



QA Software

QA Software reserves the right to change or cancel course training dates as required. All participants will be notified in advance of any changes. Upon registration a confirmation email will be forwarded to each participant. All invoices are to be paid in full once the training has been completed. Course cancellations are accepted 5 working days prior to course commencement. Changes to course participants are allowed however QA Software must be notified prior to course commencement.