# **NOVEMBER COURSES**



VAT & TAXATION		
UK VAT and International Trade 6-hour course   €369 +VAT	Live online 06 & 07 November AM	
VAT on Land, Property and Construction 6-hour course   €369 +VAT	Live online 12 & 13 November AM	
The Essentials of UK VAT 6-hour course   £369 +VAT	Birmingham 12 November London 20 November	
Postponed VAT Accounting (PVA) 2-hour course   £229 +VAT	Live online 12 November PM	
VAT for Private Schools  NEW 6-hour course   £369 +VAT	Live online 20 & 21 November AM	

INTERNATIONAL TRADE		
Rules of Origin & the EU – UK Trade Deal 3-hour course   £289 +VAT	Live online 06 November PM	
Import & Export Customers Procedures 6-hour course   £369 +VAT	Live online 19 & 20 November PM	

PAYROLL & HR	
Mandatory Payrolling of Benefits  NEW 3-hour course   £289 +VAT	Live online 01 November AM Live online 04 November PM FULL
Holiday Leave and Pay 3-hour course   £289 +VAT	Live online 05 November AM
Employment Law & HR Update 3-hour course   €289 +VAT	Live online 05 November PM
The Essentials of Payroll Processing 6-hour course   €369 +VAT	London 12 November
The Construction Industry Scheme (CIS) 6-hour course   £369 +VAT	<b>London</b> 21 November
The Essentials of Employment Law 6-hour course   £369 +VAT	London 26 November

### Did you know all our courses can be presented in-house?

If there are a number of people within your organisation who require training, it could be more cost effective and convenient for our expert to come to you.

Contact info@uktraining.com for more details.

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## **NOVEMBER COURSES**



## **MANAGEMENT & LEADERSHIP**

London 06 November The Role of a Company Director Manchester 19 November 6-hour course | £399 +VAT

London 13 November The Role of a Company Secretary

6-hour course £369 +VAT

**Finance for Non-Financial Managers** Live online 13 & 14 November PM

6-hour course | £369 +VAT

Live online 14 November AM **Preparing for the Companies House Reforms** 

NEW 3.25-hour course | £289 +VAT

Live online 26 & 27 November AM **Business Strategy and Planning** 

6-hour course | £399 +VAT

#### **DATA PROTECTION**

**GDPR - The Essential Guide** London 14 November

6-hour course | £369 +VAT

**Data Protection for HR Professionals** Live online 19 November AM

3-hour course | £289 +VAT

#### **FINANCE**

Live online 07 November PM **The Criminal Finances Act 2017** 

3-hour course | £289 +VAT

**London** 19 November The Essentials of Corporation Tax

6-hour course | £369 +VAT

Live online 20 November AM The New Offence of Failure to Prevent Fraud

2-hour course | £229 +VAT

#### **BUSINESS SKILLS**

### Minute Taking - Your Essential Guide

6-hour course | £369 +VAT

London 19 November

"Excellent and informative. I am leaving with lots of new ideas to implement in practice. The entire day was kept fun and interactive!"

> Credit Controller attended

**Credit Control – Essential Guide** 

"Presenter was very knowledgeable, with clear explanations. He could answer any questions asked."

Management Accountant attended

The Essentials of UK VAT

"One of the best courses I've attended. It was very engaging. My first class with UK Training and will look to book more."

Chief Operating Officer attended

Role of a Company Director

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