

your **Up-skill** employees to become Excel Superstars

As you already know, one of the essential skills your employees need to survive and thrive in your organisation is Microsoft Excel. And if they have this skill, the productivity goes up in your company, because:

- **They get their work done faster.**
- **There are fewer mistakes and less time is wasted fixing them.**
- **You get more accurate reports.**

If your company is like most, you'll be concerned about the following pain points:

- You can't afford to have your employees out of the office, as this affects your productivity.
- You can't afford Excel training because it can be expensive.
- You're not convinced a traditional course is effective because there's no spaced learning.
- You have to rely on the employee to self-train after the course.

There is a solution. Online Excel Training!

Benefits to you and your staff

- Your staff can do the training at their own pace and level of competence.
- They can do it from home, the office or even an Internet cafe - no more wasting time traveling to and sitting in classrooms.
- The training is intuitive and easy-to use. Even a novice will get to grips with it quickly.
- They can review learning outcomes over and over, until they're sure they've mastered them.
- Online training is cost-effective. But that's not all. The time and money you save because your employee does not have to leave his/her desk, travel to, or sit in a classroom, is invaluable.
- You can't manage what you can't measure. You can go into each employee's profile and follow their progress.
- It is common knowledge that spaced learning is more effective than intense Excel training. Through spaced repetition, the learning outcomes stick with the employee - and last!



**MONEY BACK
GUARANTEE**
Ask us about it

“Data accuracy and consistency has improved dramatically across Absa Capital, so much so that it has become compulsory within certain areas for all staff to complete Adrian’s Data Analyses Spreadsheet Techniques course.” – **ABSA Capital, South Africa**

Duration

By now, you’re probably wondering how long the online Excel course will take your staff members.

That depends on how quickly you want them to get up to speed. You can give them a time frame and monitor them based on your expectations. It can take a week or a couple of months. It’s all based on the parameters you set for your staff.

Here’s a rough guideline of the work commitment:

- Basic Excel Training - 11 hours (visit www.AuditExcel.co.za to find out what this training entails)
- Intermediate/Advanced Excel - 12 hours (visit www.AuditExcel.co.za to find out what this training entails)

What’s your investment per staff member?

Only R855 per module...

This is exceptional value. It’s a recognised, internationally developed Excel course. Your employees don’t have to take days out of the office. They can study and practice at their own pace. And it is so much more cost-effective than other programmes out there...

You can pay your R855 per module into our bank account or via credit card. And if more than 10 of your employees are on board, a great bulk discount can be negotiated.

Take a test drive

Why don’t you take us for a test drive to see how well you navigate the online Excel Training? This way, you can make an informed judgement call on whether or not your staff will cope with the programme...

Send your details to info@AuditExcel.co.za and we’ll send you a temporary user name and password, so that you can experience the full power of the online training - with our compliments! - for the next 48 hours.

We know that once you see the ease-of-use of the online training, you’ll be convinced that your employees will get to grips with it – easily, quickly and effectively.

And that’s not all. If you sign up **before July 2009**, we’ll give you a massive **20% off** on the listed price. This means that you’ll get the:

- Basic Excel Training for **R684** instead of R855
- Intermediate/Advanced Excel Training for **R684** instead of R855

Could anything be fairer?

Yes. Something can be fairer. If, after two weeks of using Audit Excel’s online Excel training, your employee feels that it hasn’t delivered everything we’ve promised, we’ll give you the full fee back. No haggling. No questions asked.

If you have any questions, please feel free to call me on my personal mobile, 083 272 2552, or send an e-mail to adrian@AuditExcel.co.za.

