



# Specialist IT courses

Below is an overview of the courses we can offer. To find out which of these courses are running our open programmes please use the 'find a course' facility on our web site and search for courses in your area using the relevant filters to narrow down your search. Open courses cost from £105.

All of our IT courses can be tailored to suit your specific requirements and delivered at your office or a convenient location of your choice. We supply all the necessary hardware. Our in-house courses cost £950 per full day or £655 per half day plus travelling expenses which represents excellent value for money when training six or more people. With our excellent reputation for quality training you can be confident the speaker and supporting documentation will be of the highest standard.

## **Financial Analysis Report Writer**

This course will enable staff to fully explore the power of the Analysis software and the report designer.

## **Using the Internet for Business Purposes\***

With a mass of web sites, this course concentrates on the more useful sources of information for accountants and business advisors.

## **Feeling Left Behind by the IT Revolution?**

A chance to catch up with the IT revolution, allowing participants the time and space to find their way around the every-day features of the modern day computer – including spreadsheets, accounts packages and word-processing.

## **IT and the Audit\***

This course will consider the nature of relevant audit risks and practical approaches to auditing computerised systems, together with considering practical approaches to clients using e-commerce systems.

## **Data Interrogation and the Auditor\***

A practical course teaching interrogation methods and illustrating how to carry out effective computer auditing techniques.

## **E-commerce: Business and Audit, Opportunities and Risks\***

The course will help participants understand the business opportunities and implications of e-commerce. It will prepare them to discuss Electronic Commerce with clients as well as explore control and audit issues.

Maximum 12 delegates except where indicated \*

### **Open courses:**

To see which IT courses are available in our open programmes search online at  
[www.mercia-group.co.uk/training/find\\_a\\_course.php](http://www.mercia-group.co.uk/training/find_a_course.php)

### **In house courses:**

If you are interested in checking available dates or discussing your requirements further contact  
[liz.coates@merciamercia-group.co.uk](mailto:liz.coates@merciamercia-group.co.uk) or call her on 0116 258 1200.

