

Stand by rates

NDA is now able to release the following courses for Stand-by enrolment, most at significant discounts on standard rates (to obtain the discount, please mention this email when making bookings):

Hobart – IT courses

[Word Introductory](#) 21/23 Jan – 20% discount \$368 (standard rate \$460)
[Crystal Reports Advanced](#) 22/23 Jan – standard rate \$550
[Access Introductory / Intermediate](#) 22/24 Jan – 10% discount \$414 (standard rate \$460)
[Word Intermediate](#) 23/25 Jan – 10% discount \$414 (standard rate \$460)
[Word Advanced](#) 25/29 Jan – 10% discount \$414 (standard rate \$460)
[MYOB Advanced](#) 31Jan – standard rate \$275
[PowerPoint](#) 31 Jan – 20% discount \$184 (standard rate \$230)
[MYOB Payroll](#) 1 Feb – standard rate \$275
[PhotoShop Basics](#) 1 Feb – 20% discount \$220 (standard rate \$275)
[Designing Simple Web Sites](#) 4 Feb – 30% discount \$161 (standard rate \$230)
[Publisher](#) 7 Feb – 30% discount \$161 (standard rate \$230)
[Excel Introductory](#) 7/12 Feb – standard rate \$460
[Excel Intermediate](#) 12/13 Feb – standard rate \$460
[Project](#) 12/14 Feb – 10% discount \$414 (standard rate \$460)
[Excel Advanced](#) 13/15 Feb – standard rate \$460
[Access Introductory / Intermediate](#) 18/20 Feb – standard rate \$460
[Word Introductory](#) 19/21 Feb – standard rate \$460
[Word Intermediate](#) 21/25 Feb – standard rate \$460
[Word Advanced](#) 25/27 Feb – standard rate \$460
[PowerPoint](#) 28 Feb – standard rate \$460

Hobart – Business Skills courses

[Superior Customer Service](#) 5 Feb – 20% discount \$220 (standard rate \$275)
[Time Management](#) 6 Feb – 20% discount \$220 (standard rate \$275)
[Business Writing Skills](#) 19 Feb – standard rate \$275
[Training Delivery](#) 28/29 Feb – standard rate \$550

Launceston – IT courses

[Access Introductory / Intermediate](#) 22/24 Jan – 20% discount \$368 (standard rate \$460)
[Word Advanced](#) 25/29 Jan – 20% discount \$368 (standard rate \$460)
[Introduction to PCs with Windows and Office](#) 29/30 Jan – 10% discount \$414 (standard rate \$460)
[PowerPoint](#) 31 Jan – standard rate \$230
[DreamWeaver Introductory](#) 5 Feb – standard rate \$275
[Access Introductory / Intermediate](#) 18/20 Feb – standard rate \$460
[Word Intermediate](#) 21/25 Feb – standard rate \$460

Launceston – Business Skills courses

[Superior Customer Service](#) 5 Feb – 20% discount \$220 (standard rate \$275)
[Business Writing Skills](#) 19 Feb – standard rate \$275
[Conflict Resolution & Assertiveness](#) 26 Feb – 20% discount \$220 (standard rate \$275)
[Training Delivery](#) 28/29 Feb – standard rate \$550

North West – IT courses

[Access Introductory / Intermediate](#) 22/24 Jan – 20% discount \$368 (standard rate \$460)
[Excel Intermediate](#) 11/13 Feb – 10% discount \$414 (standard rate \$460)
[Outlook](#) 18 Feb – standard rate \$230

North West – Business Skills courses

[Professional Telephone Techniques](#) 8 Feb – 20% discount \$220 (standard rate \$275)

[Business Writing Skills](#) 19 Feb – standard rate \$275

Call NDA on 1300 765 376 for more information or make a [booking](#) here. Existing bookings may not be amended but where at least one person is already enrolled at full price, additional people from the organisation may be enrolled for 50% of the standard course fee. These discounts may not be used in conjunction with any other offer.

Our privacy policy

NDA's privacy statement is published in full at <http://www.nda.com.au/quickfind/privacy.html>. If you do not wish to receive the NDA newsletter, please click [here](#).

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