

Google Streetview. Lets you take a quick browse around the neighbourhood before deciding whether or not you want to visit.

A problem. No, it isn't an app, it's a comment on trying to obtain a half-decent rate for data roaming while out of Australia. On this occasion I tried Telstra, having previously tried and rejected Vodafone. For \$85 / month Telstra offers a data bundle that corresponds to about 29Mb of download and upload - but get this: despite switching off global roaming and using wifi most of the time; despite only switching on global roaming to check occasional emails and Google Maps when not on wifi; despite regularly checking my data usage stats to ensure I stayed within the 29Mb / month limit - I still picked up over-usage charges of around \$100 / month in addition to the \$85 / monthly fee. Next time I'll try a local sim card but there are also issues with that approach, including moving between countries, sim card compatibility etc.

ON THE ROAD

Communication with Australia. We used [Skype Pro](#) (\$65 pa) to run weekly video conferencing meetings between NDA's offices in Hobart, Launceston and Devonport and myself in France. The PC version of Skype in Australia allowed all participants to have video and voice links to other offices; the iPad version currently supports video and voice links for single participant conference calls and voice only links for multiple participant calls. This worked well. We also used Skype to make local phone calls in Europe to avoid international call charges.

Communication with the locals. The [Google Translate app](#) is an indispensable tool for translating between English and multiple foreign languages. You speak the phrase you want to translate into the phone, the app converts your speech into text and translates it into the required language. You can then display the translated text to someone or play it over the phone's speaker. For example, this made it possible for me to discuss our exact requirements with a French plumber to his surprise and relief.

Email. No problems in linking the iPhone / iPad to Microsoft Exchange email, calendar, tasks and notes.

File handling. One of my goals was to maintain contact with NDA clients studying for Project Management qualifications and work with them on their assignments. To make this possible I used [Dropbox](#) to access NDA documents on the Cloud and store submitted assignments. Apple's [Pages](#) (word processor - \$9.99) and [Numbers](#) (spreadsheet - \$10.49) were used to read and edit assignment documents (iPh/ads can open and read attachments in PDF, Word and Excel file formats but not edit them). Be warned that the capabilities of these apps is not what you are used to with Word and Excel.

This worked well. The only problem arose when the first ZIP file attachment arrived. Downloading the [iZip](#) app enabled attachments to be unzipped on the iPad and read and edited.

Printing. Ha - now we get down to it. While we were in Italy we received an emailed

contract from Tasmania requiring signatures and initials on each of 17 pages, which of course meant we had to print the document. The 17 pages then had to be scanned and returned by email.

As recently as two years ago we would have used the printing and scanning facilities of an Internet cafe but with the growing availability of wifi in hotels and cafes, most Internet cafes have closed and it is difficult to locate one.

Fortunately our Italian accommodation was able to provide these facilities through their business office. Without this support we would have been unable to process the documentation as the iPad is only compatible with a narrow range of HP printers that support Apple's AirPrint protocol. Rather than attempt to reinvent the wheel, [this article](#) provides a reasonable overview of printing options from the iPad.

Navigation. I was well equipped with the [Tom Tom](#) app, car accessory attachment and maps for Western Europe (not cheap!) but as it turned out all the vehicles we rented had built-in GPS capabilities. Never travel without a GPS. Apart from saving your relationship with the passenger seat you can amuse yourself on long journeys by experimenting with different speakers and languages (Serena, the English dominatrix, became a favourite).

Car hire. If you are travelling for an extended period, check out [Renault's leasing service](#). You receive a new Renault and pay a fixed fee, including insurance, with pick up and drop off anywhere in France. For an additional fee you can also drop off in other European countries. The customer service at both ends of the lease was fast and efficient with minimal paperwork. The minimum lease term is 21 days with lower daily rates for longer terms - our 24 day lease cost \$63 a day for a 2 litre diesel Megane.

I hope you find the above useful. This month we also have some information on the increasingly popular Training and Assessment qualification and some good deals on IT and business skills training.

With warm regards

Nigel Davies
Director, NDA

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Certificate IV in Training and Assessment (TAE)

The new [Certificate IV in Training and Assessment](#) (TAE40110) becomes a compulsory qualification for anyone delivering accredited training after June 30,

2013. NDA offers this qualification through our classroom courses [Learning Design](#), [Training Delivery](#) and [Assessment](#). Being a specialised training company we like to think we do a reasonable job with this qualification.

"It was great to have so many practical activities to participate in."

AR, Diagnostic Services Pty Ltd

"It was really good doing the course at NDA and a pleasure dealing with the staff there who obviously enjoy the work that they do. The customer service standard shown by NDA (promptness of response to queries and client contact generally) was quite impressive."

CB, Transend Networks

This course will give you the accreditation and, just as important, the skills to train and assess people at the workplace - why would you go anywhere else for this qualification? **Call Chris on 1300 765 736 for more information about NDA's Certificate IV in Training and Assessment.**

Upgrade Your Old Training and Assessment Qualification (TAA)

The Certificate IV in Training and Assessment (TAA40104) has been superseded by a new qualification - Certificate IV in Training and Assessment (TAE40110).

NDA can upgrade your old Certificate IV in TAA to the new Certificate IV in Training and Assessment (TAE40110) quickly and painlessly through an RPL process for only \$295 - [see here for details](#).

If you require further information call Chris on 1300 765 736 or email chris@nda.com.au.

New Half-Day Tutorials for Qualification Units

Many people find returning to study and completing assignments an intimidating prospect - especially those without previous experience of higher education. To assist clients in completing Diploma qualifications, NDA now offers optional half-day tutorial sessions in Hobart and Launceston. Each session is aligned to a particular unit of a qualification and provided opportunities for clients to discuss the unit content with their assessor, network with other clients and complete assessment exercises. There is no charge for attendance.

We present tutorials in the most popular units at six monthly intervals and notify clients enrolled in those units by email. Tutorials scheduled for September are:

- BSBHRM503B Manage performance management systems, Launceston, 19 Sep (am)
- BSBHRM503B Manage performance management systems, Hobart, 12 Sep (pm)
- BSBADM503B Plan and manage conferences, Hobart, 13 Sep (am)

Hi Nigel,

I am studying my Diploma of Business Administration with NDA and it was great to attend the group tutorial session for this module. I really enjoyed the session and being able to share ideas with other participants. Also it was a great way of knowing what is expected as

I sometimes read more into the questions than necessary and put off doing the assessment. Attending these sessions will be a great asset to clients completing their Diplomas through your company.

Kind regards
Chaylea Brasher
DHHS

20% Public Course Discount for Clients Studying Qualifications

For many years we have offered clients studying for qualifications free attendance at NDA public courses aligned with their qualifications. We now also offer a 20% discount for trainees on the cost of any other NDA public course. To obtain the discount just identify yourself as a trainee when you enrol.

Forthcoming Training Courses

The following courses will shortly be presented by NDA, some at significant discounts on standard rates (**to obtain the discount, please phone Janelle on 1300 765 736** and mention this email when making bookings):

Hobart IT Courses

[Publisher](#) 3 September - \$240 **enrol two people for the price of one**

[MYOB Payroll](#) 4 September - \$285

[Excel Introductory](#) 5/7 September - \$480

[Excel Intermediate](#) 7/11 September - \$480

[MYOB Setup and Operation](#) 10/11 September - \$570

[Excel Advanced](#) 11/14 September - \$480 **15% off this price**

[Project](#) 12/13 September - \$480

[Word Introductory](#) 17/19 - \$480

[Access Introductory / Intermediate](#) 19/20 September - \$480

[Word Intermediate](#) 19/21 September - \$480

[PowerPoint](#) 27 September - \$240

Hobart Business Skills Courses

[Business Writing Skills \(Basics\)](#) 29 August - \$285

[Managing Successful Projects](#) 30/31 August - \$570

[Delivering Convincing Presentations](#) 5 September - \$285 **two for the price of one**

[Time Management](#) 28 September - \$285

Launceston IT Courses

[Publisher](#) 3 September - \$240

[MYOB Payroll](#) 5 September - \$285

[Excel Introductory](#) 5/7 September - \$480 **two for the price of one**

[Excel Intermediate](#) 7/11 September - \$480

[Excel Advanced](#) 11/13 September - \$480

[Project](#) 12/13 September - \$480

[Image Manipulation](#) 14 September - \$195

[Word Advanced](#) 21/25 September - \$480

Launceston Business Skills Courses

[Effective Supervision Skills](#) 13 September - \$285 **two for the price of one**
[Time Management](#) 28 September - \$285

Devonport IT Courses

[MYOB Payroll](#) 4 September - \$285

[Excel Basics](#) 5 September - \$240

[Excel Introductory](#) 5/7 September - \$480

[Excel Intermediate](#) 7/11 September - \$480

[Excel Advanced](#) 11/13 September - \$480

[Project](#) 12/13 September - \$480

[MYOB Advanced](#) 27 September - \$285

Devonport Business Skills Courses

[Time Management](#) 28 September - \$285

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LAUNCESTON

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DEVONPORT

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