



AAN / TO: SAOU WERKPLEKVERTEENWOORDIGERS / SAOU SHOP STEWARDS
AANDAG: ATTENTION: ALLE SAOU ADMIN. LEDE / ALL SAOU ADMIN. MEMBERS
Nuusbrief 17 van 2018 / Newsletter 17 of 2018

SAOU ADMIN. SEMINAAR

-REGISTREER NOU!

“Sekretaresse! Die Ambassadeur van die skool!!!”

U word hartlik uitgenooi na die drie-jaarlikse SAOU Vrystaat **Admin. Seminaar** van 2018.

Moenie hierdie puik geleentheid misloop nie! Kom span saam met kollegas van reg oor die Vrystaat en laai jou batterye met top sprekers en kunstenaars.

- **Datum:** 5 & 6 Junie 2018
- **Plek:** Lapenata, Welkom
- **Koste:** R400 (SAOU lede)
R450 (Nie-Lede)
- **LAAT REGISTRASIES: Lede:** R450-00 pp
- **LAAT REGISTRASIES: NIE-LEDE:** R500-00 pp

Sluitingsdatum: 25 Mei 2018

SAOU ADMIN. SEMINAR

-REGISTER NOW!

“Secretary! The Ambassador of the school!!!”

You are cordially invited to the tri-annual SAOU Free State **Admin. Seminar** of 2018.

Don't miss out on this powerful event! Get together with colleagues from all over the Free State and charge your batteries with top quality guest speakers and artists.

- **Date:** 5 & 6 June 2018
- **Venue:** Lapenata, Welkom
- **Cost:** R400 (SAOU Members)
R450 (Non-Members)
- **LATE REGISTRATIONS: Members:** R450-00 pp
- **LATE REGISTRATIONS: NON-MEMBERS:** R500-00 pp

Closing Date: 25 May 2018

KONNEXT 2018



“I’m sending you to a seminar to help you work harder and be more productive.”

KONNEXT 2018

**SAOU
TRAINING
OPLEIDING**

SAOU Vrystaat

**- SAOU ADMIN. SEMINAAR -
-REGISTREER NOU!-**

“Sekretaresse! Die Ambassadeur van die skool!!!”

ALLE REGISTRASIES: AANLYN

5 & 6 Junie 2018

Venue: Lapenata, Welkom

-PROGRAM-

Dinsdag, 5 Junie 2018

Tyd: 14:00 – 17:00

- Registrasie: **14:00 – 15:00**
- Opening en verwelkoming
- Etiket en menseverhoudinge
- *Borg : Konika Minolta*
- Verlofmaatreëls
- Formele aandete: **18:30**
Gaskunstenaar: Phillip Moolman

Woensdag, 6 Junie 2018

Tyd: 08:30 – 13:30

- Opening
- Finansies
- Veiligheid van die sekretaresse
- “High tea”
- Die sekretaresse as mens
- *Gaskunstenaar: Liz Meiring*

Bespreek u plek vroegtydig vir hierdie lewensverrykende ervaring!



REGISTREER HIER

Sluitingsdatum: 25 Mei 2018

SAOU Free State

**- SAOU ADMIN. SEMINAR -
-REGISTER NOW!-**

“Secretary! The Ambassador of the school!!!”

ALL REGISTRATIONS: ONLINE

5 & 6 June 2018

Venue: Lapenata, Welkom

-PROGRAMME-

Tuesday, 5 June 2018

Time: 14:00 – 17:00

- Registration: **14:00 – 15:00**
- Opening en welcome
- Etiquette en human relations
- *Sponsor : Konika Minolta*
- Leave measures
- Formal dinner: **18:30**
Guest artist: Phillip Moolman

Wednesday, 6 June 2018

Time: 08:30 – 13:30

- Opening
- Finances
- Security of the secretary
- High tea
- The secretary as a human
- *Guest artist: Liz Meiring*

Book your place in advance for this life-enriching experience!



REGISTER HERE

Closing Date: 25 May 2018



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