



THE INSTITUTE OF ADMINISTRATION AND
COMMERCE



November 2010

Subject Name	Date	Start time	Duration
Accounting and Finance	08-Nov-10	09:00	3 hours
Administrative Management	08-Nov-10	09:00	3 hours
Cost and Management Accounting 1	08-Nov-10	14:00	3 hours
Financial Accounting 1	08-Nov-10	09:00	3 hours
Human Resource Management 2	08-Nov-10	14:00	3 hours
Local Government Management 1	08-Nov-10	14:00	3 hours
Local Government Management 2	08-Nov-10	09:00	3 hours
Local Government Management 3	08-Nov-10	14:00	3 hours
Administrative Practice 1	09-Nov-10	14:00	3 hours
Cost and Management Accounting 2	09-Nov-10	14:00	3 hours
Credit Management 1	09-Nov-10	09:00	3 hours
Human Resource Development 3	09-Nov-10	09:00	3 hours
Local Government Finance 3	09-Nov-10	14:00	3 hours
Administrative Practice 2	10-Nov-10	14:00	3 hours
Cost and Management Accounting 3	10-Nov-10	09:00	3 hours
Income Tax	10-Nov-10	09:00	3 hours
Labour Relations 1	10-Nov-10	09:00	3 hours
Financial Accounting 2	11-Nov-10	09:00	3 hours
Financial Accounting 3	11-Nov-10	09:00	4 hours
Local Government Finance 1	11-Nov-10	09:00	3 hours
Local Government Finance 2	11-Nov-10	14:00	3 hours
Management 1	11-Nov-10	14:00	3 hours
Marketing Communications	11-Nov-10	14:00	3 hours
Human Resource Management 3	12-Nov-10	09:00	4 hours
Internal Auditing 1	12-Nov-10	14:00	3 hours
Labour Relations 2	12-Nov-10	09:00	3 hours
Local Government Law 1	12-Nov-10	14:00	3 hours
Marketing Research	12-Nov-10	14:00	3 hours
Management 2	15-Nov-10	09:00	3 hours
Concepts of Management Computing	15-Nov-10	14:00	3 hours
Principles of Law / Principles of Business Law	15-Nov-10	09:00	3 hours
Statistics	15-Nov-10	09:00	3 hours
Business Practice	16-Nov-10	09:00	3 hours
Credit Management 2	16-Nov-10	09:00	3 hours
Employment Law	16-Nov-10	09:00	3 hours
Labour Relations 3	16-Nov-10	14:00	3 hours
Local Government Law 2	16-Nov-10	09:00	3 hours
Management of the Human Resource 3	16-Nov-10	09:00	4 hours
Marketing Management 1	16-Nov-10	14:00	3 hours

Marketing Management 3	16-Nov-10	09:00	4 hours
Public Relations 1	16-Nov-10	09:00	3 hours
Credit Management 3	17-Nov-10	14:00	3 hours
Human Resource Development 1	17-Nov-10	09:00	3 hours
Human Resource Management 1	17-Nov-10	14:00	3 hours
Internal Auditing 2	17-Nov-10	09:00	3 hours
Management of the Human Resource 1	17-Nov-10	14:00	3 hours
Management of the Human Resource 2	17-Nov-10	09:00	3 hours
Organisational Behaviour	17-Nov-10	09:00	3 hours
Public Relations 2	17-Nov-10	14:00	3 hours
Economics	18-Nov-10	09:00	3 hours
Human Resource Development 2	18-Nov-10	09:00	3 hours
Management 3	18-Nov-10	09:00	4 hours
Marketing Management 2	18-Nov-10	14:00	3 hours
Communication	19-Nov-10	14:00	3 hours
Corporate Law	19-Nov-10	09:00	3 hours
Local Government Office Management	19-Nov-10	09:00	3 hours
Public Relations 3	19-Nov-10	09:00	4 hours