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## PHOENIX GOLD ROLL FORWARD SESSIONS - 2004

Comprehensive notes will be circulated after half-term to guide all Schools through the end of year roll-over process. However, to provide the support to Schools who do not wish to undertake the process on their own, we have the following available.

### Primary Sector Schools

ICT Solutions are again pleased to inform you that we will be holding our successful drop-in sessions for those schools that require assistance with the end-of-year roll-over process in Phoenix Gold. Details of dates and venues are detailed below.

### Venues and Dates

Science & Technology Centre, Norwich	23 <sup>rd</sup> , 28 <sup>th</sup> , 30 <sup>th</sup> June, 5 <sup>th</sup> & 12 <sup>th</sup> July
West Norfolk PDC	1 <sup>st</sup> & 2 <sup>nd</sup> July

**Session Times** 9.30 am, 1.30 pm (duration approx 1hr 30mins)

**Fee** £40 per school (£120 for non-customers)

**Booking** Direct and on-line via the **ICT Solutions Web Site (Courses)**  
or complete and return the attached slip

**Information** Helpsheets relating to these sessions will be sent out in advance of the day

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### **Phoenix Rollover Drop-in Session**

Name

School Name

1<sup>st</sup> Choice: Venue, Date and Time

2<sup>nd</sup> Choice: Venue, Date and Time

**Please return with this form to Mrs A Knowles, ICT Solutions, c/o EFS, County Hall, Norwich. Please do not include payment with your booking, an invoice will be sent after the session.**