

# ACCOUNTING SOFTWARE



## AAT Access Award in Accounting Software - Sage 2021 Learn Online

Would you like to gain a qualification in Sage Accounts, using the latest Sage software from the comfort of your own home?

**Introduction to Sage Level 1 - choice of two start dates:**

**Monday 1st February 18:00- 21:00 or Thursday 4th February 09:30 - 12:30**

This FREE 2 week course needs to be completed prior to progressing onto our AAT Access Award in Accounting Software (Sage). Join from the comfort of your home and learn online with a teacher.

The course covers:

An overview of Sage Accounts software

An overview of the AAT suite of qualifications

English, maths and ICT skills needed for AAT level 1 and 2 qualifications

Assessing your current English, maths and ICT qualifications

Learning techniques and possible progression options

**AAT Access Award in Accounting Software - Sage 2021 - choice of two start dates:**

**Monday 22nd February 18:00 - 21:00 ends 3rd May**

**Thursday 25th February 09:30 - 12:30 ends 6th May**

This course is suitable for those who are new to an office environment, going self-employed or looking to retrain for an accounting/bookkeeping role. The Access Award, in addition to taught classes, includes access to the Sage Qualifications platform and access to Sage 2021 software for 180 days. After completing the course you will be able to use Sage to set up accounts, produce basic reports showing information entered, keep information safe and store data within Sage.

To complete this recognised AAT qualification, learners must register with AAT in order to sit the assessment and receive access to study support resources via their My AAT account.

Course fees apply, concessions are available depending on your circumstances.

For online delivery via Skype you will need access to a Windows laptop or PC as you will need to download software. A MAC computer is not suitable. You will need access to the internet and an Email account. Your teacher will contact you via Skype/Email, and you will have the opportunity to contribute to group discussions across the County.

**For more information visit our Accounting and Business Skills courses**

**<https://ebsontrackprospect.northyorks.gov.uk/page/findcourse>**

**To enrol call our Adult Learning Team on 01609 536066**

**Email: [adultlearningservice@northyorks.gov.uk](mailto:adultlearningservice@northyorks.gov.uk)**