

## **Course Profile Building Control Upgrade**

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<b>Duration</b>	1 day
<b>Prerequisites</b>	Delegates wishing to attend this course should have sound knowledge of the <i>UNI-form</i> Building Control v2000 module.
<b>Target Audience</b>	End Users and System Supervisors
<b>Objective</b>	Upon successful completion of this course delegates will be able to: <ul style="list-style-type: none"><li>▪ Successfully implement the changes to the <i>UNI-form</i> Building Control module and correctly use the related functionality introduced in <i>UNI-form</i> version 7.</li></ul>
<b>Contents</b>	<ul style="list-style-type: none"><li>- Logging in / out of <i>UNI-form</i></li><li>- Screen navigation</li><li>- System navigation</li><li>- Help</li><li>- Access rights</li><li>- Generating case references</li><li>- Entering addresses</li><li>- Printing</li><li>- Central functions</li><li>- Recording payments, underpayments and overpayments</li><li>- New Building Control screens</li><li>- Changed Building Control screens</li><li>- Spatial basics</li></ul>

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