

## Course Profile

### Building Control module

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<b>Duration</b>	2 days
<b>Prerequisites</b>	Delegates wishing to attend this course should have successfully completed the following training: <ul style="list-style-type: none"><li>▪ Introduction to UNI-<i>form</i> v7 with Spatial</li></ul>
<b>Target Audience</b>	End Users and System Supervisors
<b>Objectives</b>	By the end of this course you will be able to: <ul style="list-style-type: none"><li>▪ Correctly use the UNI-<i>form</i> Building Control module.</li><li>▪ Successfully take a Building Control application from reception to completion.</li></ul>
<b>Contents</b>	<ul style="list-style-type: none"><li>- Registering applications and calculating charges</li><li>- Recording payments and validation</li><li>- Under and overpayments</li><li>- Invalid applications</li><li>- Consultation process</li><li>- Details</li><li>- Amendments</li><li>- Decisions</li><li>- Late amendments</li><li>- Commencement and invoice</li><li>- Inspections</li><li>- Bulk update of plots</li><li>- Completions</li><li>- Index Screen</li><li>- Charge calculation</li><li>- Performance indicator</li><li>- Summary screens</li><li>- Spatial</li></ul>

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