



Tertiary Bulletin

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Don't waste time. Being organized is one of the keys to high achievement. Get organized today.

EVERY MINUTE IS PRECIOUS!

I've got just a little minute,
Only sixty seconds in it,
Forced upon me – can't refuse it,
But it's up to me to use it.
I must suffer if I lose it,
Give account if I abuse it –
Just a tiny little minute –
But there's vital profit in it!



ONE SMALL BUT VITAL STEP.....

What is it that kick-starts people out of inertia and moves them from good intentions to positive action? These columns can easily be filled with testimonials from enthused students who are already using what they are learning and already reaping dividends from new skills acquired. These dividends include the lifelong value of learning the discipline of time management. Universal guidance is that 'young people should do post graduate studies.....they've got to realise they've got to keep learning.' Many potential and promising students make an enquiry, then nothing more is heard. Can anyone suggest a formula for persuading a person to make the one small but vital step from intention to execution?

STUDENTS' COMMENTS

CIMA Management Accounting is not all about number crunching, formulas and boring legislation. It includes business acumen and an awareness of world affairs. The higher you climb the CIMA levels the more interesting it becomes as what you learn can be applied directly to business. Some areas of the syllabus enter into the UBT coaching programme. CIMA provides a very good basis for all areas of a business and it is well worth progressing to the higher levels in order to increase your skills and become an indispensable employee.

This excellent Sales & Marketing Course has taught me fundamental skills in sales and marketing that I would never have known would apply! It is packed with interesting material and advice which is very appropriate to my role at work. Early on in the Course I was learning skills one day which I found I could use the very next day! The assignments are a first-class means of compressing all you have learnt into one document and I recommend attending the workshops if you need to boost your enthusiasm, as they are an excellent source of information and motivation with one-to-one help available. My knowledge of sales and marketing has definitely increased since starting the course and I haven't had to set aside unreasonable hours of study to achieve this.

MESSAGE TO CIMA STUDENTS FROM FIRST INTUITION

First Intuition, the UK distance learning College we recommend for accountancy courses, particularly CIMA, would like our students and potential students who approach them to say they are a 'Focus student', because that's how the college knows us. This applies even where the student has never attended a Focus school. The College very much appreciates our business and the positive attitude of our students, so please do all you can to keep this image going! First Intuition regard us as a bit special and students may be pleasantly surprised at the individual treatment provided!

CONFIDENTIALITY

We all need to be reminded from time to time of the need to respect the rules of confidentiality. Information about another person's studies, progress, exams, etc is confidential to that person unless he/she has given permission for information to be passed on. It might be thought that "it doesn't matter" or "he won't mind", but that is not necessarily so. To divulge details without the person's consent can lead to loss of confidence in one another and to relationship breakdowns which are difficult to repair.

ATTITUDE

A positive and settled all-round attitude is 100% important, but there is an added reason behind this. If A is 1, B is 2, C is 3 and so on, you will find that the letters of the word 'attitude' add up to 100, which is very interesting! Hence: 1+20+20+9+20+21+4+5=100. A positive attitude in all walks of life, including tertiary studies, helps to overcome difficulties that might threaten our progress.

SHORTHAND

Surprise! Surprise! There is an unexpected interest in the Teeline Shorthand Course across all age groups. This is an opportunity to become a better note taker when there is no audio recording facility available. It is possible to attain speeds up to and beyond 120 words per minute. The tutor is very dedicated, and the number of students is increasing. Why not join them? Contact oliver.woodcock@oneschoolglobal.com