



Pitman 2000 Refresher



IS THIS FOR YOU?

Anyone who has previously trained on the Pitman 2000 system and through a career break or a lack of use at work, feels that they need to revise the shorthand system.

PRE-REQUISITES

Familiarisation with the Pitman 2000 shorthand system.

ABOUT THIS COURSE

- Revision of the entire Pitman 2000 system in a concentrated manner
- Vocabulary extension and incorporated speed development
- A certificate can be issued on successful completion of the course

BENEFITS

- Revised core shorthand skills
- Preferential to training on completely new shorthand system
- A choice of training locations and times, and the flexibility and value of self-study training methods that allow for different learning speeds and styles
- A personalised work pack with hands on exercises, which complements the audio tapes, to provide step-by-step learning

AIMS AND OBJECTIVES

Renewed confidence in Pitman 2000 skills as a key element to a working role.

COURSE DURATION: 30 HOURS

To find out more about this or any of our courses, speak to one of our

The best way to predict the future **is to create it.**

To discuss your current skills and aspirations, or to book your course, call...

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PITMAN
TRAINING