



Sage 50cloud Pastel Partner Courses

Why Study Sage Pastel ?

Sage Pastel Partner (now known as Sage 50cloud Pastel Partner) is one of the most widely used accounting software packages in South Africa. Our courses will provide you with the official certification for this in-demand skill.

About Talent Stream

We are a leading Sage Pastel Authorised Training Centre (ATC) with hundreds of students enrolling with us each year. All of our Sage Pastel courses come with the official Sage Certification which is the best certificate you can get.

What makes us different

We have developed our own unique academic support system which is provided on our Online Student Portal. This high level of online support (with video recordings and comprehensive mock exams) will help you ensure that you successfully pass your exam the first time around.

We offer the full range of Sage Pastel courses.

Many training centres only offer one type of Pastel course which may not be suitable for you.

Lowest Price Guarantee

We offer the best prices you will find for certified Pastel courses. If you do happen to find the same course at a better price, just let us know and we will give you an even lower price.

Delivery Methods

The delivery methods include:

- **Distance PLUS Online Learning** – a highly effective distance learning option which includes online video training, online support (including Teamviewer support where required), access to the Talent Stream student forum and comprehensive mock exams. Our students have a very high success rate with this option. All Distance PLUS online Learning courses include a FREE Excel 2013 Essentials online course.
- **Budget Distance Learning** – this is the lowest price option you can find. It has an online exam but does not include all of the components as the Distance PLUS Online training – please see the comparison table below.
- **Classroom Courses** – offered in Johannesburg (Midrand), Durban, Cape Town and Pretoria.

Not sure which course to do ?

Please go to the following link and answer a few questions for us.

We will then analyse your needs and recommend the best course option for you.

<https://talentstream.co.za/sage/>

Contact our Course Consultant

If you have any questions or need any assistance, then please get in touch with our Sage Pastel course advisor:

Umar Ebrahim
060-559-5439 (Call, WhatsApp or SMS)
sagetraining@talentstream.co.za

STUDENT TESTIMONIAL

I really enjoyed studying through Talent Stream. I found the video podcasts done to be extremely beneficial, as there was additional information explained in the podcasts that couldn't be explained in the manual, which made understanding this course all the more easy.

The student forum is very well organised and all questions were explained in thorough detail to help me understand. All-in-all I would like to thank Talent Stream for the excellent service and would definitely recommend it to anybody wanting to study online.

Tyrone Enoch
Completed courses via Distance PLUS Online Learning

MARKS OBTAINED:

95.65% for Sage Partner Intermediate

89.86% for Sage Partner Advanced

91.11% for Bookkeeping Fundamentals

COMPARISON TABLE	BUDGET Distance Learning	Distance PLUS Online Learning
PHYSICAL MANUAL COURIERED TO YOU	✓	✓
PASTEL SOFTWARE (DOWNLOAD LINKS)	✓	✓
ONLINE FINAL EXAM AND OFFICIAL SAGE CERTIFICATE	✓	✓
ONLINE VIDEO TRAINING	✗ No video training.	✓ 11 to 15 hours of online video
ADDITIONAL SUPPLEMENTARY EXPLANATIONS AND EXAMPLES	✗	✓
COMPREHENSIVE MOCK EXAMS	✗ One mini mock exam from Sage (around 10 questions)	✓ Comprehensive mock exams (approx. 100 questions +)
STUDENT SUPPORT	Limited technical support via email only.	Full online support including video recorded answers, student forum access (past questions) and TeamViewer support for installation issues.
SUCCESS RATE OF STUDENTS USING THIS OPTION	Average	High
EXCEL 2013 ESSENTIALS ONLINE BONUS COURSE	✗ Not Included	✓ Included
PRICES	Lowest price guaranteed.	Best value.

STUDENT TESTIMONIAL

Talent Stream guided me right through the course.

When I had questions, they always responded quickly and they would explain the same thing to you until you understand 100% .

The videos and answers that they post on the student forum helped me a lot and it made the course really easy.

I am doing more courses with Talent Stream right now. And again they are very helpful.

I absolutely love Talent Stream.

Monique van Tonder

Obtained 93.5% for Sage Pastel Partner Intermediate

Completed via Distance PLUS Online Learning

Course Pre-requisites

You need to meet the following basic requirements before registering for a Sage Pastel course:

1. Computer Literacy – you should know how to use Windows.
2. Basic Mathematical Literacy
3. Basic Bookkeeping or Accounting Knowledge – you need a basic understanding of debits, credits, VAT, bank reconciliations, etc.

If you don't have an accounting or bookkeeping background

If you have had little or no prior exposure to bookkeeping or accounting (or perhaps you have studied it a long time ago and need to refresh your knowledge) you can register for the Sage Bookkeeping Fundamentals course.

The Sage Bookkeeping Fundamentals course covers basic bookkeeping theory only. It can be done on its own or as part of a course bundle with a Sage Pastel Partner course (at a discounted price).

Prices for the course bundles are included further down below.

Sage Pastel Partner Courses

The table below lists the different Sage Pastel Partner courses that you can do and the levels covered by each course.

For example, the Sage Pastel Partner Intermediate course covers the Beginner and Intermediate levels but not the Advanced level. And from the table below we can see that the Sage Pastel Partner Practitioner course covers everything including the Beginner, Intermediate and Advanced levels.

LEVELS COVERED BY EACH COURSE	Beginner Level covered?	Intermediate Level covered?	Advanced Level covered?
Sage Pastel Partner PRACTITIONER	✓	✓	✓
Sage Pastel Partner INTERMEDIATE	✓	✓	✗
Sage Pastel Partner XPRESS	✓	Partially covered	✗
Sage Pastel Partner ADVANCED	✗	✗	✓

Which course should you choose?

The **Sage Pastel Partner Practitioner Course** is the best and most comprehensive course. It includes everything which is covered in all the other courses i.e. Processing, Intermediate and Advanced Courses.

You can also qualify as a Practitioner (the highest level) by completing the Sage Pastel Partner Intermediate course first and then completing the Sage Pastel Partner Advanced Course at a later date. However, there is a cost saving in registering for the Practitioner course compared to registering separately for the Intermediate and Advanced Courses.

You should choose the **Sage Pastel Partner Practitioner Course** if:

- You are an Accountant or in a Financial Management / Senior Position in your company (or are aspiring to move into such a position), OR
- You want to master Sage Pastel Partner from an end-user perspective, OR
- You are a business owner that wants to know how to use the software from end to end OR
- You want to become a Pastel Trainer or Consultant (once you have completed the Practitioner course you can study further to become a Trainer or Consultant).

STUDENT TESTIMONIALS

I've recently completed the Sage Partner Intermediate Course, through Talent Stream.

During my 15 years of experience in the Business World, I never came across such remarkable service & helpfulness.

I don't have enough words to compliment the outstanding service that I've received.

I was only able to do this course, after hours & mostly over weekends, between 18:00 & 00:00, & wow... no matter what time I've asked a question, Zunaid immediately replied by either email or a phone call.

I am so satisfied with the outcome of my results & service, that I've enrolled for the Pastel Advanced Course & the Sage Fundamental Bookkeeping Course. I'm looking forward to completing these as well.

Michelle Rudolph
Completed the Pastel Partner Intermediate Course
via Distance PLUS Online Learning Course

You should choose the **Sage Pastel Partner Intermediate Course** if:

- You want to cover everything from a Bookkeeper up to Trial Balance function.
- You need to know how to install the software and setup new companies on the system.
- You need a good understanding of all the reports that Pastel can provide.
- You don't want to know how to use advanced functionality such as budgets, projects, the form designer, report writer and various other advanced functions (see detailed table below). All of these Advanced functions are not included in the Intermediate Course.

You should choose the **Sage Pastel Partner Advanced Course** if:

- You have previously completed the Sage Pastel Partner Intermediate course, AND
- You want to qualify as a Sage Pastel Partner Practitioner.

A note on the Sage Pastel Xpress course

Please note that the Sage Pastel Partner Intermediate Course covers everything the Sage Pastel Xpress course covers and more ((detailed breakdown included in the tables below).

Therefore, the Intermediate course is a better, more comprehensive course than the Xpress course.

Sage Pastel Xpress is the "little brother" of Sage Pastel Partner. It has the same screens and functions as Sage Pastel Partner with the main difference being that Sage Pastel Partner has some additional functionality that Sage Pastel Xpress does not have.

The Sage Pastel Xpress Practitioner course is a budget option if you cannot afford the Intermediate course.

Course Prices – Once off payment

COURSE NAME	BUDGET DISTANCE LEARNING	DISTANCE PLUS ONLINE LEARNING	CLASSROOM COURSE	VIRTUAL COURSE (MICROSOFT TEAMS/ZOOM)
	Email support only. No online videos. No Mock exams.	Full online support. Online Videos. Mock Exams.	Additional Fee for Portal Access **	Additional Fee for Portal Access **
Sage Pastel Xpress Practitioner	R2 900 incl. VAT	Not available. Please choose the Intermediate course below for Online.	R8 700 incl. VAT	R6 300 incl. VAT
Sage Pastel Partner Intermediate	R4 500 incl. VAT	R6 500 incl. VAT	R11 600 incl. VAT	R8 400 incl. VAT
Sage Pastel Partner Practitioner	R6 500 incl. VAT	R8 500 incl. VAT	R14 500 incl. VAT	R10 500 incl. VAT
Sage Pastel Partner Advanced	R2 500 incl. VAT	R3 900 incl. VAT	R5 800 incl. VAT	R4 200 incl. VAT

**** For Classroom and Virtual courses an additional fee is applicable for Portal Access.
R1500 for the Pastel Partner Intermediate Course.
R2000 for the Pastel Partner Practitioner Course.**

STUDENT TESTIMONIALS

I'd like to take this opportunity to commend Talent Stream on their excellent service when I booked my Pastel course through them.

The booking process was very easy and they were very efficient in booking my course and sending me correspondence regarding the course.

I also really appreciated the good discount they gave me.

I would definitely book another course through them.

**Shehnaz Suleman CA(SA)
Completed the Pastel Partner Intermediate Course in Johannesburg**

Course Bundle Prices – Once off payment

The Pastel courses can be bundled with the Bookkeeping Fundamentals course (which covers basic bookkeeping theory). The bundles below consist of 2 separate courses – each with their own exam and certificate.

COURSE BUNDLE	BUDGET DISTANCE LEARNING Email support only. No online videos. No Mock exams.	DISTANCE PLUS ONLINE LEARNING Full online support. Online Videos. Mock Exams.
Sage Pastel Xpress Practitioner PLUS Bookkeeping Fundamentals	R4 900 incl. VAT	Not available. Please choose the Intermediate course below for Online.
Sage Pastel Partner Intermediate PLUS Bookkeeping Fundamentals	R5 900 incl. VAT	R8 500 incl. VAT
Sage Pastel Partner Practitioner PLUS Bookkeeping Fundamentals	R7 900 incl. VAT	R10 500 incl. VAT

Payment Plans – Pastel Courses

With the payment plans, once you make the initial payment you will get your study material and online access (for the Distance PLUS Online learning).

This is then followed by 3 monthly payments.

On making the final payment you will then be able to take the exam and get your certificate.

COURSE NAME	BUDGET DISTANCE LEARNING Email support only. No online videos. No Mock exams.	DISTANCE PLUS ONLINE LEARNING Full online support. Online Videos. Mock Exams.
Sage Pastel Xpress Practitioner	Initial Payment of R1 800 PLUS 3 monthly payments of R600 Total Cost: R3 600	Not available. Please choose the Intermediate course below for Online.
Sage Pastel Partner Intermediate	Initial Payment of R2 900 PLUS 3 monthly payments of R800 Total Cost: R5 300	Initial Payment of R2 900 PLUS 3 monthly payments of R1 500 Total Cost: R7 400
Sage Pastel Partner Practitioner	Initial Payment of R3 900 PLUS 3 monthly payments of R1300 Total Cost: R7 800	Initial Payment of R3 900 PLUS 3 monthly payments of R1 900 Total Cost: R9 600

The 3 monthly payments can be changed into 6 monthly payments if required. For example, instead of 3 monthly payments of R1500 per month, you can have 6 monthly payments of R750 per month.

STUDENT TESTIMONIALS

I needed to have knowledge on Pastel to open up new opportunities for myself. While searching the Internet I came across Talent Stream. What got me was the affordability of the course and the fact that I could do it from home. Zunaid was very helpful no matter how many times or at what time I phoned.

Just before I did my online exam they brought the mock exam in. This really helped a lot to prepare for the real thing. I passed with ease.

Thank you I will look into all the other courses you provide.

**Beulah Fourie
Completed the Pastel
Partner Intermediate
Course via Distance PLUS
Online Learning**

Payment Plans – Pastel Course BUNDLES

COURSE BUNDLE	BUDGET DISTANCE LEARNING Email support only. No online videos. No Mock exams.	DISTANCE PLUS ONLINE LEARNING Full online support. Online Videos. Mock Exams.
Sage Pastel Xpress Practitioner PLUS Bookkeeping Fundamentals	Initial Payment of R2 900 PLUS 3 monthly payments of R1000 Total Cost: R5 900	Not yet available. Please choose the Intermediate course below for Online Training.
Sage Pastel Partner Intermediate PLUS Bookkeeping Fundamentals	Initial Payment of R3 900 PLUS 3 monthly payments of R1100 Total Cost: R7 200	Initial Payment of R3 900 PLUS 3 monthly payments of R1 900 Total Cost: R9 600
Sage Pastel Partner Practitioner PLUS Bookkeeping Fundamentals	Initial Payment of R4 500 PLUS 3 monthly payments of R1 600 Total Cost: 9 300	Initial Payment of R4 500 PLUS 3 monthly payments of R2 500 Total Cost: R12 000

The 3 monthly payments can be changed into 6 monthly payments if required. For example, instead of 3 monthly payments of R2500 per month, you can have 6 monthly payments of R1250 per month.

Not sure which course to do ?

Please go to the following link and answer a few questions for us.

We will then analyse your needs and recommend the best course option for you.

<https://talentstream.co.za/sage/>

Contact our Course Consultant

If you have any questions or need any assistance, then please get in touch with our Sage Pastel course advisor:

Contact: Umar Ebrahim
Mobile: 060-559-5439 (Call, WhatsApp or SMS)
Email: sagetraining@talentstream.co.za

STUDENT TESTIMONIALS

I came across Talent Stream when I was looking for a Pastel training course online. It appealed to me because I could study at my own pace from home and then do the assessment online when I was ready.

As long as you have an understanding of bookkeeping, learning Pastel, whether in a class or distance learning, won't be difficult.

When I had a question or a problem, Zunaid would reply to my e-mail or return my call as soon as he was able and help me with it.

I would definitely recommend and consider using Talent Stream again in the future.

Dina Concalves
Completed the Pastel Partner Intermediate Course via Distance PLUS Online Learning

Frequently Asked Questions (FAQ'S)

Do the Distance Learning courses come with a different certificate ?

No, they come with the same certificate as the classroom courses. Whether you do the course via the classroom or via distance learning you need to take the same online exam (which you take from home) and you get the same certificate. The learning material is also the same.

How long does it take to complete the course ?

SAGE PASTEL PARTNER COURSE	CLASSROOM COURSE Days in class	DISTANCE AND ONLINE LEARNING Estimated hours of studying
Sage Pastel Partner Xpress	3 days	30 hours
Sage Pastel Partner Intermediate	4 days	40 hours
Sage Pastel Partner Practitioner	5 days	60 hours
Sage Pastel Partner Advanced	2 days	20 hours

CLASSROOM COURSES

For the classroom courses you will attend as per the number of days indicated above. You then have 6 months after attending the course to take the online exam. You can then take the exam at any time during this 6 months i.e. as soon as you are ready. You can also choose to get access to the Talent Stream Student Portal (see below) which will help you to pass the exam.

DISTANCE LEARNING COURSES

If you are doing a distance learning course, you work at your own pace. You then take the online exam whenever you are ready. The number of hours above are an estimate of how much time you will need to study in total (although some people need less time and others a bit more).

How do you get your certificate ?

As soon as you pass the online exam, your certificate is immediately issued to you electronically by Sage.

You can take the online exam from anywhere (as long as you have a good internet connection). You don't need to go into an exam centre.

Please note that Sage offers the exams in English only.

What is the pass mark for the online exam ? What happens if you fail ?

The minimum pass mark for the exam is 75% It costs R950 to re-write the assessment. Should you fail twice you will need to re-attend a classroom course before you will be allowed to take the assessment again.

As this can be quite costly it is important to be well prepared before taking the exam. **Our mock exams, online video training, additional explanations and the academic support provided on our Student Portal will help you to make sure that you are well prepared before taking the final exam.**

Student Portal access is included with the Distance PLUS Online learning courses (but not with the Budget distance learning). For the Classroom courses it is optionally available for an additional fee.

STUDENT TESTIMONIALS

Thank you for this great program, it's affordable, it shows you step by step how to install and use the software, making it easy to understand. It's great to do it via the distance learning option, I did it at my own time, speed and in the convenience of my own home. :-)

Zunaid Khan was an awesome tutor!!! The mock assessments was the cherry on the cake, it helped me to prepare for my assessment.

Thank you very much!!!!

**Maralize Meyer Smit
Completed the Pastel
Partner Intermediate
Course via Distance PLUS
Online Learning**

Distance Learning FAQs

What do I receive when I register for a Distance Learning Course ?

Once you have registered and made payment we will courier your learning material to you using a door to door courier service. It will take 1-2 days to get to you if you are in a major centre and a few more days if you are in an outlying area. We will email you a tracking number so that you can track your parcel from the time it leaves us until it reaches you. This parcel includes the official training manual which covers all the learning material.

You will also receive download links for the Sage Pastel Partner software. This means that if you don't already have the Sage Pastel Partner software you will be able to download and install it on your computer. This is an educational licence of the software which is fully functional (but not meant for commercial use). Please note that Pastel does require Microsoft Windows to run i.e. it will not run on an Apple Mac unless you have installed Windows on it.

If you have registered for the Distance PLUS Online learning you will then also receive [a login to our Online Student Portal](#) for the online video training, additional learning material, academic support and comprehensive mock exams.

What is the difference between:

- 1) BUDGET Distance Learning, and
- 2) Distance PLUS Online Learning

The following are included with the Distance PLUS Online learning but not with the BUDGET distance learning:

- Online Video Training (over 11 hours for the Intermediate course and 15 hours for Practitioner course)
- Additional Supplementary explanations and learning material
- Comprehensive Mock exams (to get you ready for the final exam)
- Online Student Support including video recorded answers (if you have any questions or get stuck)
- Teamviewer support to help with installation problems
- Bonus Excel course online.

As a result, students have a higher success rate with the Distance PLUS Online Learning.

What is the Talent Stream Student Portal ?

All of the additional learning components listed in the question above i.e. those included with the Distance PLUS Online learning programs are managed via our online student portal.

Even if you do a classroom course, it is beneficial for you to get access to the portal as it will help you to prepare for your exam and pass successfully the first time around.

Free Sample Lessons

Our free sample video lessons can show you how easy it is to learn Sage Pastel Partner.

If you haven't already got the free lessons please send an email to sagetraining@talentstream.co.za requesting the lessons and we will send them to you.

STUDENT TESTIMONIALS

I was looking online for a Sage Pastel Distance learning course to do. I just typed in "online Pastel course", didn't scroll far down when I found Talent Stream. It was the most informative and detailed outline of the course and very affordable! I was so impressed that I firstly did the Bookkeeping course and am now enrolled in the Pastel course.

I want to thank the Talent Stream personnel for getting back to me so quickly, Zunaid even corresponded with me on a Saturday to answer my last questions!! They are amazing!!! Even when I had difficulty remembering where to go into on the site, they helped with a smile! And believe me, I bothered them a lot...

I will be doing a lot more through them as I have never had such a good and exceptionally quick service from ANY other training facility!!! I definitely RECOMMEND them to anyone that wants to better themselves!!

Thank you guys so much!!

**Shannon Ackermann
Completed the
Bookkeeping
Fundamentals Course via
Distance PLUS Online
Learning**

Detailed Course Breakdown

COURSE NAME	SAGE PASTEL XPRESS PRACTITIONER	SAGE PASTEL PARTNER INTERMEDIATE	SAGE PASTEL PARTNER PRACTITIONER	SAGE PASTEL PARTNER ADVANCED
INSTALLATION				
Preparing to install	✓	✓	✓	✗
Installing & registering Pastel Partner	✓	✓	✓	✗
Working in the Demo Company	✓	✓	✓	✗
Navigate in Sage Pastel Partner	✓	✓	✓	✗
Creating a New Company	✓	✓	✓	✗
Setting up a company	✓	✓	✓	✗
Using the Setup Assistant	✓	✓	✓	✗
Auto Setup menu	✗	✓	✓	✗
EDIT MASTERFILES				
Edit General Ledger	✓	✓	✓	✗
Edit Suppliers	✓	✓	✓	✗
Edit Inventory	✓	✓	✓	✗
Edit Customers	✓	✓	✓	✗
SUPPLIER PROCESSING				
Create a purchase order	✓	✓	✓	✗
Goods received notes	✗	✓	✓	✗
Supplier invoices	✓	✓	✓	✗
Return and debit	✗	✓	✓	✗
Supplier journal	✓	✓	✓	✗
CUSTOMER PROCESSING			✓	
Create a quotation	✓	✓	✓	✗
Sales orders	✗	✓	✓	✗
Tax invoices	✓	✓	✓	✗
Credit notes	✗	✓	✓	✗
Debit notes	✗	✓	✓	✗
Customer journals	✗	✓	✓	✗
CASH BOOK PROCESSING				
Settings	✓	✓	✓	✗
Processing in the cash book	✓	✓	✓	✗
Inter-account transfers	✓	✓	✓	✗
Bank Reconciliation	✓	✓	✓	✗
Petty Cash Processing	✓	✓	✓	✗

COURSE NAME	SAGE PASTEL XPRESS PRACTITIONER	SAGE PASTEL PARTNER INTERMEDIATE	SAGE PASTEL PARTNER PRACTITIONER	SAGE PASTEL PARTNER ADVANCED
<i>Detailed Course Breakdown (continued)</i>				
OTHER PROCESSING				
Monthly Depreciation Journal	✓	✓	✓	✗
Accruals and automatic reversal	✓	✓	✓	✗
Tax Manager for VAT Returns	✓	✓	✓	✗
TAKE ON BALANCES				
Taking on General Ledger balances	✓	✓	✓	✗
Taking on Customer balances	✓	✓	✓	✗
Taking on Supplier balances	✓	✓	✓	✗
Taking on Inventory balances	✓	✓	✓	✗
REPORTING				
GL Reports	✓	✓	✓	✗
Customer Reports	✓	✓	✓	✗
Supplier Reports	✓	✓	✓	✗
Inventory Reports	✓	✓	✓	✗
ADVANCED FUNCTIONS IN THE FILE MENU				
Consolidating companies	✗	✗	✓	✓
Export / Import	✗	✗	✓	✓
Data integrity	✗	✗	✓	✓
Send and receive accountant data	✗	✗	✓	✓
Printer/font setup	✗	✗	✓	✓
ADVANCED FUNCTIONS				
User Setup	✗	✗	✓	✓
Creating a new entry type	✗	✗	✓	✓
Editing the tax box	✗	✗	✓	✓
Budgets	✗	✗	✓	✓
Projects	✗	✗	✓	✓
Depreciation	✗	✗	✓	✓
Accruals	✗	✗	✓	✓
Purchase of an asset	✗	✗	✓	✓
Tax in the General Journal	✗	✗	✓	✓
Salaries & wages control account	✗	✗	✓	✓
ADVANCED CUSTOMER FUNCTIONS				
Multiple delivery addresses	✗	✗	✓	✓
Discounts and special prices	✗	✗	✓	✓
Make one for all feature	✗	✗	✓	✓

COURSE NAME	SAGE PASTEL XPRESS PRACTITIONER	SAGE PASTEL PARTNER INTERMEDIATE	SAGE PASTEL PARTNER PRACTITIONER	SAGE PASTEL PARTNER ADVANCED
Detailed Course Breakdown (continued)				
Processing an RD cheque	x	x	✓	✓
Accounting for bad debts	x	x	✓	✓
Mail merge feature	x	x	✓	✓
ADVANCED SUPPLIER FUNCTIONS				
Additional cost invoices	x	x	✓	✓
Processing invoices with customs tax	x	x	✓	✓
ADVANCED FUNCTIONS IN THE CHANGE MENU				
Delete history / clear files	x	x	✓	✓
Delete inactive Customers / Suppliers	x	x	✓	✓
Open item / balance forward conversions	x	x	✓	✓
Reconcile / unreconcile cash book	x	x	✓	✓
Renumber codes	x	x	✓	✓
Block Customers / Suppliers assistant	x	x	✓	✓
ADVANCED FUNCTIONS IN THE UTILITY MENU				
Control centre	x	x	✓	✓
Microsoft Office integration	x	x	✓	✓
OTHER ADVANCED FUNCTIONS				
Forms designer	x	x	✓	✓
Inventory selling price adjustment	x	x	✓	✓
SAGE PASTEL REPORT WRITER				
Identifying the different syntaxes	x	x	✓	✓
General Ledger Report Writer	x	x	✓	✓

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Contact our Course Consultant

If you have any questions or need any assistance, then please get in touch with our Sage Pastel course advisor:

Contact: Umar Ebrahim
 Mobile: 060-559-5439 (Call, WhatsApp or SMS)
 Email: sagetraining@talentstream.co.za

What is a Course Bundle ?

A course bundle is a package of the Sage Bookkeeping Fundamentals course + a Sage Pastel Partner course. It is more cost effective to register for a course bundle than to register for a Bookkeeping Fundamentals and Sage Pastel Partner course separately.

The Sage Bookkeeping Fundamentals course is a basic theory only course designed for those people who want to study Sage Pastel Partner but who have had little or no prior bookkeeping / accounting exposure (or who may have studied it a long time ago but need a refresher)

The Bookkeeping Fundamentals course has its own separate assessment and certificate so you will be obtaining multiple certificates with a course bundle.

The course bundles are only available via distance and online learning i.e. not for the classroom courses.

For the classroom courses you would register separately for the Sage Bookkeeping Fundamentals course and separately for the Sage Pastel Partner course.

Course Bundle – with Bookkeeping Fundamentals course

If you choose a Course Bundle you will be getting a Pastel course with the Bookkeeping Fundamentals Course.

The Bookkeeping Fundamentals course is a basic **theory only** course designed for those people who want to study Sage Pastel Partner but who have had little or no prior bookkeeping / accounting exposure (or who may have studied it a long time ago but need a refresher).

The Course Outline for the Bookkeeping Fundamentals course is as follows:

<p>Bookkeeping Introduction</p> <ul style="list-style-type: none"><input type="checkbox"/> The different types of companies in South Africa<input type="checkbox"/> The bookkeeping and accounting cycle<input type="checkbox"/> The accounting equation<input type="checkbox"/> Transactions and accounts <p>Value Added Tax (VAT)</p> <ul style="list-style-type: none"><input type="checkbox"/> What is VAT?<input type="checkbox"/> The different VAT categories<input type="checkbox"/> VAT processing<input type="checkbox"/> The mark-up, gross margin and VAT<input type="checkbox"/> Completing the VAT 201 report <p>Source Documents</p> <ul style="list-style-type: none"><input type="checkbox"/> Receipts<input type="checkbox"/> Deposit books / slips<input type="checkbox"/> Cheque counterfoils<input type="checkbox"/> Petty cash vouchers<input type="checkbox"/> Tax invoices<input type="checkbox"/> Credit notes / returns <p>Inventory</p> <ul style="list-style-type: none"><input type="checkbox"/> Inventory systems<input type="checkbox"/> Costing methods	<p>Subsidiary Journals</p> <ul style="list-style-type: none"><input type="checkbox"/> Cashbook journals<input type="checkbox"/> The cashbook receipts journal<input type="checkbox"/> The cashbook payments journal<input type="checkbox"/> Petty cash journals<input type="checkbox"/> Creditors and creditors allowances journals<input type="checkbox"/> Debtors and debtors allowances journals<input type="checkbox"/> The general journal<input type="checkbox"/> Reconciling your journals <p>The General Ledger</p> <ul style="list-style-type: none"><input type="checkbox"/> Different sections of a general ledger<input type="checkbox"/> Posting to the general ledger<input type="checkbox"/> Closing off ledger accounts <p>The Trial Balance</p> <ul style="list-style-type: none"><input type="checkbox"/> Integrated inventory<input type="checkbox"/> Post from your general ledger to your trial balance <p>The Statement of Income</p> <ul style="list-style-type: none"><input type="checkbox"/> Posting to your statement of income <p>The Statement of Financial Position</p> <ul style="list-style-type: none"><input type="checkbox"/> Posting to your statement of financial position <p>Bank Reconciliation</p> <ul style="list-style-type: none"><input type="checkbox"/> The bank reconciliation process
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Course Registration process

The registration process is completed online. You can make payment either via EFT or with Credit Card (using the Payfast secure payment process).

Step 1

Go the Registration Page: <http://www.talentstream.co.za/register-sage/>

Select the course you want to register for. If you want to register for a COURSE BUNDLE (i.e. a Sage Bookkeeping Fundamentals + Pastel course included together) then please select the Pastel course that will be included in the bundle. Click on Continue.

Step 2

Fill out all your details on this page. Select whether you wish to register for a classroom course or a distance and online learning course. Course prices information will appear based on your selected course.

You may also provide a VAT number for the tax invoice. Select your payment method (EFT or Credit Card).

Please note: Credit Card payments are only available for Distance and Online Learning Registrations.

Step 3

Click on button at the bottom that says "Register for the course" to submit your registration.

Step 4

If you selected Credit Card as your payment option, you will be redirected to the PayFast website to make payment by credit card.

If you selected EFT as your payment option, a pro-forma invoice will be generated and emailed to you.

For Classroom course bookings you will also receive a terms and conditions form to sign and return (by scanning and emailing it back to us).

Step 5

For EFT Payments, you have **2 days** in which to **make payment** for the course and to send the proof of payment to Talent Stream. Email your proof of payment to: sagepayments@talentstream.co.za

When sending through your proof of payment, please quote your **unique reference number which you will find on the pro-forma invoice**.

Step 6

Once payment has been confirmed, you will receive your course confirmation.

Not sure which course to do ?

Please go to the following link and answer a few questions for us.

We will then analyse your needs and recommend the best course option for you.

<https://talentstream.co.za/sage/>

Contact our Course Consultant

If you have any questions or need any assistance, then please get in touch with our Sage Pastel course advisor:

Contact: Umar Ebrahim
Mobile: 060-559-5439 (Call, WhatsApp or SMS)
Email: sagetraining@talentstream.co.za