



Civil Enforcement

course content

Contravention Catalogues

➤ Who will the course benefit?

This training course is intended for System Administrators, or similar, and is part of the Civil Enforcement Administration suite and usually run in conjunction with the Street Catalogues course.

➤ Pre-requisites

Attendees should have a concept of their Authority's working practices and requirements in relation to Contraventions and how they will be used.

Attendees should have basic keyboard and Windows skills.

➤ Course reference

7TCE025

➤ Duration

One half day.

➤ Further information

For additional information on this course or any other training issue please e-mail training@civica.co.uk

➤ Course objectives

By the end of the course attendees will have an understanding of:

- Conventions
- Overview
- Contraventions
- Contravention suffixes