



## Regional Publications Training

**Audience:** All publishers and auditors in regional publications  
Those requiring clarification on any aspect of the ABC rules or audit programme

**Learning Objectives:** Examine rules and recording keeping requirements for each category  
How to submit an eReturn form

**Course Content:** Introduction to ABC  
How data is used  
Reporting standards update and new developments  
Auditing of websites  
Rules and recording keeping requirements for

- Paid copies – newstrade, single copies and direct delivery
- Letterbox copies
- Back checking
- Free pick-up and free requested copies
- Bulk sales
- Special, Sports & Digital Editions

Submitting figures via the eReturn system

**Course Hours:** Half day (3 – 4 hours)

**Price:** Price on application (contact [training@abc.org.uk](mailto:training@abc.org.uk))

**Location:** Client site

**Inclusions:** Course material  
Completion Certificate