



Association for  
Office Professionals  
of South Africa

# Event Calendar 2026

Note: Where programs have been completed, you can click on the link of the event and be taken to the registration page | brochure | registration form. If there is no link, the program has not been completed and the link will be available as soon as the program is approved. Please check the calendar regularly for updates.

Topics for the webinars will be added as speakers are confirmed.

## JANUARY 2026

14 January	<a href="#">Webinar Wednesday - welcome to 2026</a>	Webinar
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## FEBRUARY 2026

3 February	<a href="#">Tech Tuesday</a> Classic vs New Outlook	Webinar
18 February	<a href="#">Webinar Wednesday</a> Adaptive Intelligence	Webinar
23-27 February	<a href="#">Business Administration Masterclass: Johannesburg</a>	In person

## MARCH 2026

3 March	<a href="#">Tech Tuesday</a> Taking minutes with AI and other smart apps	Webinar
9-13 March	<a href="#">Professional Designation Masterclass: Johannesburg</a>	In person
18 March	<a href="#">Webinar Wednesday</a> Influence without Authority	Webinar
25-27 March	<a href="#">AI and the Administrative Assistant Workshop: Johannesburg</a>	In person

## APRIL 2026

7 April	<a href="#">Tech Tuesday</a> Copilot (Windows) - your everyday AI Assistant	Webinar
15 April	<a href="#">Webinar Wednesday</a> From Task Doer to Workflow Designer	Webinar
20-24 April	<a href="#">Business Administration Masterclass: Cape Town</a>	In person

## MAY 2026

5 May	<a href="#">Tech Tuesday</a>	Webinar
11-15 May	<a href="#">Professional Designation Masterclass: Durban</a>	In person
20 May	<a href="#">Webinar Wednesday</a>	Webinar
27-29 May	<a href="#">AI and the Administrative Assistant Workshop: Cape Town</a>	In person

## JUNE 2026

2 June	<a href="#">Tech Tuesday</a>	Webinar
10-12 June	<a href="#">OPSA Johannesburg Conference</a>	In person
10 June	<a href="#">National Administrative Excellence Awards</a>	In person
17 June	<a href="#">Webinar Wednesday</a>	Webinar

## JULY 2026

2 July	<a href="#">Tech Tuesday</a>	Webinar
6-10 July	<a href="#">Professional Designation Masterclass: Cape Town</a>	In person
15 July	<a href="#">Webinar Wednesday</a>	Webinar
20-24 July	<a href="#">Business Administration Masterclass: Durban</a>	In person
27-31 July	Leadership Bootcamp for Professional Members in partnership with Suezette Smit (Performance Development Interactive).	In person

## AUGUST 2026

4 August	<a href="#">Tech Tuesday</a>	Webinar
12-14 August	<a href="#">AI and the Administrative Assistant Workshop: Durban</a>	In person
19 August	<a href="#">Webinar Wednesday</a>	Webinar
24-28 August	<a href="#">Business Administration Masterclass: Johannesburg</a>	In person

## SEPTEMBER 2026

1 September	<a href="#">Tech Tuesday</a>	Webinar
7-11 September	<a href="#">Professional Designation Masterclass: Johannesburg</a>	In person
16 September	<a href="#">Webinar Wednesday</a>	Webinar
24-28 August	<a href="#">Business Administration Masterclass: Johannesburg</a>	In person

## OCTOBER 2026

6 October	<a href="#">Tech Tuesday</a>	Webinar
14 October	<a href="#">Webinar Wednesday</a>	Webinar
26-30 October	<a href="#">Business Administration Masterclass: Cape Town</a>	In person

## NOVEMBER 2026

3 November	<a href="#">Tech Tuesday</a>	Webinar
18 November	<a href="#">Webinar Wednesday</a>	Webinar
25-27 November	<a href="#">OPSA Cape Town Conference</a>	In person