



Course Dates for August 2009 - December 2009

New Training Programs for Microsoft Office 2007

Brantford	Days	Cost/Person	Aug '09	Sep '09	Oct '09	Nov '09	Dec '09
Windows	1	150	4	1			
Word Introductory	1	150	5	15	19	10	15
Word Intermediate	1	150	7	23	21	11	17
Word Advanced	1	150		30	7	24	22
Excel Introductory	1	150	24	4	20	25	14
Excel Intermediate	1	150	26	14	22	26	16
Excel Advanced	1	150	27	22	30		21
Access Introductory	2	300	17-18		5-6		3-4
Access Advanced	2	300		9-10	14-15		
PowerPoint Introductory	1	150	10		26	23	
PowerPoint Advanced	1	150	31	11			23
Outlook Introductory	1	150		3	13		
Outlook Advanced	1	150				13	
Project Planning	1	175		24	27	12	
Project Tracking	1	175		25	28	19	
Publisher Introductory	1	225			9		
Photoshop Introductory	1	225		8		27	
Visio Introductory	1	225		16	8		
Office 2007 Overview	1	150	12		29		
InDesign	1	275	20				
Crystal Reports Introductory	2	550			1-2	17-18	

Register 5 or more people for the same course and choose your date and time

Package Discounts Available

All Courses are 100% Instructor Led with Individual Workstations

Other Courses Available Upon Request

Full Time Computer Training Programs for Career Advancement and Computer Upgrading Available

