

Course Schedule January – June, 2010 Page 1 of 2

Topic/Subject	Jan	Feb	Mar	Apr	May	Jun
MS Office Courses						
Word for Business 2007	11 th		1 st		4 th	
Word 2007 Advanced		4 th		1 st		2 nd
Outlook 2007	14 th		2 nd		5 th	
PowerPoint 2007 Introduction	15 th		3 rd		6 th	
PowerPoint 2007 Advanced		9 th		15 th		3 rd
Excel 2007 Introduction	19 th		4 th		7 th	
Excel 2007 Intermediate		10 th		6 th		4 th
Excel 2007 Advanced	21 st		5 th		10 th	
Access 2007 Introduction	22 nd		8 th		11 th	
Access 2007 Intermediate		11 th		7 th		7 th
Internet for Business	26 th		9 th		12 th	
Project 2007	28 th		10 th		13 th	
Graphics Courses						
MS Publisher	29 th		15 th		14 th	
MS Visio		12 th		8 th		8 th
Digital Photography		2 nd		9 th		9 th
Adobe PhotoShop		3 rd		12 th		10 th
Paint Shop Pro	20 th		16 th		17 th	
Adobe Acrobat Professional		18 th			18 th	
Corel Draw	25 th		17 th		19 th	
Corel Photo Paint		8 th		13 th		11 th
Opus Professional		17 th		14 th		14 th
Adobe Premiere			18 th	15 th		
Multi Media Fusion		1 st			20 th	

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Programming Courses						
MS Excel VBA		15 th /16 th		21 st /22 nd		15 th /16 th
MS Access VBA		24 th /25 th			24 th /25 th	
MS Word VBA				26 th /27 th		17 th /18 th
Visual Basic 6 Intro				28 th /29 th		21 st /22 nd
Visual Basic 6 Intermediate			11 th /12 th		26 th /27 th	
Visual Basic 6 Advanced			22 nd /23 rd			23 rd /24 th
ASP.Net Introduction		5 th		16 th		
SQL Programming Introduction			24 th		21 st	
SQL Programming Intermediate			25 th		28 th	
Web site Courses						
MS FrontPage		19 th		19 th		28 th
Dream weaver			19 th			29 th
Other Courses						
Crystal Reports XI Intro		26 th		20 th		
Crystal Reports XI Intermediate			30 th			1 st
Hands On Windows 7			26 th			30 th
Small Office Network Implementation			31 st			25 th
Windows Server 2008 Introduction			29 th			25 th
Remote working made simple (1/2 day)	27 th			15 th		

Note: While MS Office courses are based on Office 2007, we are pleased to offer Office 2003 courses on demand.

For more information on pricing and course options, please call us on (01594) 544150

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