

# Micro Market Training Centre

## Kingston

### Application Training Schedule 2010



#### APRIL

Mon	Tue	Wed	Thu	Fri
			1 MS Visio Professional	2 Good Friday
5 PowerPoint Level 1	6 MS Excel Level 1	7 MS Access Level I	8 MS SharePoint Designer 2007	9 MS Word Level I
12 PowerPoint Level II	13 MS Excel Level II	14 MS Access Level II	15 Illustrator CS3	16 MS Word Level II
19 Acrobat	20 MS Excel Level III	21 MS Access Level III	22 Photoshop CS3	23 MS Word Level III
26 MS Outlook	27 MS Excel Level 1	28 MS Project Level I	29 MS Project Level II	30 MS Word Level IV

#### ALL MS OFFICE -WORD, EXCEL, ACCESS AND POWERPOINT COURSES

Levels 1 & 2 are: \$215.00 each level per person  
 Levels 3 & 4 are \$255.00 each level per person

#### OTHER COURSES AVAILABLE

**InfoPath 2007** - \$325.00 per person  
**Sharepoint Designer 2007** - \$375.00 each level per person  
**Crystal Reports** - \$1000.00 each level per person  
**Adobe Photoshop** - \$325.00 each level per person  
**Adobe InDesign** - \$325.00 each level per person  
**Adobe Illustrator** - \$325.00 each level per person  
**MS Project** - \$325.00 each level per person  
**MS Visio** - \$325.00 per person  
**MS Outlook** - \$255.00 per person

Dates for courses are tentative until the minimum class requirements are met.

Corporate group rates & on-site prices available upon request

#### ROOM RENTAL

All classrooms are fully equipped and can seat up to 14 participants. Each classroom rental includes the very latest technology - high speed Internet, video projection systems and a wide range of operating systems to choose from.

#### Room Features

- High speed internet connections
- Networked, up to date equipment
- Technical support on site
- Administrative staff on site
- Onsite catering available
- Special rates for long-term rental

**For all Training Inquiries please contact us at:**

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