

Micro Market Training Centre

Kingston

Application Training Schedule 2010



DECEMBER

Mon	Tue	Wed	Thu	Fri
		1 MS SharePoint Designer 2007	2 MS Outlook	3 MS Word Level I
6 PowerPoint Level 1	7 MS Excel Level I	8 MS Access Level I	9 ADOBE Illustrator	10 MS Word Level II
13 PowerPoint Level II	14 MS Excel Level II	15 MS Access Level II	16 ADOBE Photoshop	17 MS Word Level III
20 MS Visio Professional	21 MS Excel Level III	22 MS Access Level III	23 ADOBE InDesign	24 MS Word Level IV
27 HOLIDAY	28 HOLIDAY	29 MS Excel Level I	30 MS Project Level I	31 MS Project Level II

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:

700 Progress Avenue

Kinaston ON K7M 4W9

Local (613) 634-8125 Ext. 4

Toll free 877-996-6622

Fax (613) 634-8130



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www.micromarket.on.ca