

Micro Market Training Centre

Kingston

Application Training Schedule 2010



JANUARY

Mon	Tue	Wed	Thu	Fri
				1 Happy New Year
4 PowerPoint Level 1	5 MS Excel Level 1	6 MS Access Level I	7 MS SharePoint Designer 2007	8 MS Word Level I
11 PowerPoint Level II	12 MS Excel Level II	13 MS Access Level II	14 Illustrator CS3	15 MS Word Level II
18 Acrobat	19 MS Excel Level III	20 MS Access Level III	21 Photoshop CS3	22 MS Word Level III
25 MS Outlook	26 MS Excel Level 1	27 MS Project Level I	28 MS Project Level II	29 MS Visio Professional

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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