

Book 10 or more hours of training and  
recieve 10% off

Business Classes	Total Hours	Number of Participants					
		1	2-3	4-6	7-10	11-15	16-25
Excel for Finance Level 1	3	\$375	\$630	\$675	\$825	\$975	\$1,125
Excel for Finance Level 2	3	\$375	\$630	\$675	\$825	\$975	\$1,125
Ms Project Level 1	3	\$375	\$630	\$675	\$825	\$975	\$1,125
Ms Project Level 2	3	\$375	\$630	\$675	\$825	\$975	\$1,125
Word for Business Level 1	3	\$285	\$495	\$585	\$705	\$825	\$975
Word for Business Level 2	3	\$285	\$495	\$585	\$705	\$825	\$975
PowerPoint for Business 1	3	\$285	\$495	\$585	\$705	\$825	\$975
PowerPoint for Business 2	3	\$285	\$495	\$585	\$705	\$825	\$975
Quickbooks Basic	3	\$285	\$495	\$585	\$705	\$825	\$975
Quickbooks Intermediate	3	\$285	\$495	\$585	\$705	\$825	\$975
MS Publisher for Business 1	3	\$285	\$495	\$585	\$705	\$825	\$975
MS Publisher for Business 2	3	\$285	\$495	\$585	\$705	\$825	\$975
Lotus Notes End User	6	\$750	\$1,260	\$1,350	\$1,650	\$1,950	\$1,125

MS Office Classes	Total Hours	1	2-3	4-6	7-10	11-15	16-25
Available for versions 2003, 2007,2010 and 2011 for Mac							
Excel Basic	6	\$570	\$990	\$1,170	\$1,410	\$1,650	\$1,950
Excel Intermediate	3	\$285	\$495	\$585	\$705	\$825	\$975
Excel Advanced	3	\$285	\$495	\$585	\$705	\$825	\$975
Excel Expert	3	\$285	\$495	\$585	\$705	\$825	\$975

Word Basic	6	\$570	\$990	\$1,170	\$1,410	\$1,650	\$1,950
Word Intermediate	3	\$285	\$495	\$585	\$705	\$825	\$975
Word Advanced	3	\$285	\$495	\$585	\$705	\$825	\$975
Word Expert	3	\$285	\$495	\$585	\$705	\$825	\$975

PowerPoint Basic	3	\$285	\$495	\$585	\$705	\$825	\$975
PowerPoint Intermediate	3	\$285	\$495	\$585	\$705	\$825	\$975
PowerPoint Advanced	3	\$285	\$495	\$585	\$705	\$825	\$975
PowerPoint Expert	3	\$285	\$495	\$585	\$705	\$825	\$975

Outlook Basic	3	\$285	\$495	\$585	\$705	\$825	\$975
Outlook Intermediate	3	\$285	\$495	\$585	\$705	\$825	\$975
Outlook Advanced	3	\$285	\$495	\$585	\$705	\$825	\$975
Outlook Expert	3	\$285	\$495	\$585	\$705	\$825	\$975

Access Basic	5	\$475	\$825	\$975	\$1,175	\$1,375	\$1,625
Access Intermediate	5	\$475	\$825	\$975	\$1,175	\$1,375	\$1,625
Access Advanced	5	\$475	\$825	\$975	\$1,175	\$1,375	\$1,625
Access Expert	5	\$475	\$825	\$975	\$1,175	\$1,375	\$1,625

Adobe Classes	Total Hours	1	2-3	4-6	7-10	11-15	16-25
Photoshop 1	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Photoshop 2	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Illustrator 1	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Illustrator 2	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Dreamweaver 1	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Dreamweaver 2	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
InDesign	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600
Acrobat	8	\$760	\$1,320	\$1,560	\$1,880	\$2,200	\$2,600

<b>Basic Classes</b>	<b>Total Hours</b>	<b>1</b>	<b>2-3</b>	<b>4-6</b>	<b>7-10</b>	<b>11-15</b>	<b>16-25</b>
Computer Freshman	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Internet Email Basics	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
File Organization and Saving	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Excel for Home Business	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Resume & Cover letter Writing	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Digital Camera basics	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Basic Photo Editing	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
FaceBook & Social Networking	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975
Buy and Sell on Ebay	<b>3</b>	\$285	\$495	\$585	\$705	\$825	\$975

Classes can be customized to adj the total # of hours and refine the learning obj to meet your needs

Classes can be taught at our school or at your facility

Classes at our School are limited to 8 students max

### **Computer Teach Pro**

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