

Microsoft Classroom Training Schedule

ACCESS

Principles of Database Design 8:30 – 4:30 \$209					
Jan	04	Tac	Apr	02	Sea
Access 2007/10 Level 1 8:30 – 4:30 \$169					
Jan	10	Sea	Apr	04	Tac
Feb	03	Tac	May	08	Sea
Mar	05	Sea			
Access 2007/10 Level 2 8:30 – 4:30 \$169					
Dec	06	Sea	Mar	09	Tac
Dec	27	Tac	Apr	09	Sea
Jan	06	Sea	May	11	Tac
Feb	07	Sea			
Access 2007/10 Level 3 8:30 – 4:30 \$169					
Nov	15	Tac	Mar	16	Sea
Jan	31	Sea	May	17	Tac
Feb	10	Tac			
Access 2007/10 Reports and Forms 8:30 – 4:30 \$338					
Dec	15-16	Tac	May	03-04	Tac
Feb	27-28	Sea			
Access 2007 Macros 8:30 – 4:30 \$338					
Nov	21-22	Sea			

EXCEL

Excel 2007/2010 Level 1 8:30 – 4:30 \$169					
Dec	16	Sea	Mar	29	Tac
Dec	28	Tac	Apr	03	Sea
Jan	18	Sea	May	07	Tac
Feb	06	Tac	May	24	Sea
Mar	02	Sea			
Excel 2007/2010 Level 2 8:30 – 4:30 \$169					
Nov	23	Sea	Feb	15	Tac
Dec	06	Tac	Mar	06	Sea
Dec	21	Sea	Apr	09	Tac
Jan	30	Sea	Apr	20	Sea
Jan	09	Tac	May	31	Sea
Feb	08	Sea			
Excel 2007/2010 Level 3 8:30 – 4:30 \$169					
Nov	28	Sea	Feb	17	Sea
Dec	20	Sea	Apr	13	Tac
Jan	23	Tac			
Excel 2007/2010 PivotTables 8:30 – 12:00 \$99					
Nov	29	Sea	Apr	10	Sea
Jan	13	Tac			

EXCEL (CONT.)

Excel 2007/2010 Charts 1:00 – 4:30 \$99					
Nov	29	Sea	Apr	10	Sea
Jan	13	Tac			

OFFICE NEW FEATURES

Office 2007/10 New Features 8:30 – 4:30 \$169					
Dec	05	Sea	Mar	09	Sea
Feb	13	Tac	May	02	Tac

OUTLOOK

Outlook 2007 Level 1 8:30 – 4:30 \$169					
Feb	07	Tac	May	04	Sea
Outlook 2007 Level 2 8:30 – 4:30 \$169					
Mar	12	Sea	May	24	Tac
Outlook 2010 Level 1 8:30 – 4:30 \$169					
Jan	05	Sea	Apr	06	Tac
Outlook 2010 Level 2 8:30 – 4:30 \$169					
Feb	17	Tac	Apr	30	Sea

POWERPOINT

PowerPoint 2007/2010 Level 1 8:30 – 4:30 \$169					
Nov	16	Tac	Mar	23	Sea
Dec	07	Sea	Apr	16	Tac
Feb	14	Tac	May	15	Sea
PowerPoint 2007/2010 Level 2 8:30 – 4:30 \$169					
Dec	14	Sea	Mar	26	Sea
Jan	25	Tac	May	21	Tac
PowerPoint 2007/2010 Creating Effective Presentations 8:30 – 12:00 \$129					
Jan	17	Sea	Apr	17	Tac

PROJECT

Project Mgmt Fundamentals 8:30 – 4:30 \$209					
Jan	10	Tac	Apr	06	Sea
Project 2007 Level 1 8:30 – 4:30 \$338					
Jan	11-12	Tac	May	08-09	Tac
Mar	07-08	Sea			

Seattle/Redmond
206-292-4914

For Course Outlines and Descriptions
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Microsoft Classroom Training Schedule

PROJECT (CONT.)

Project 2007 Level 2			8:30 – 4:30	\$169	
Nov	15	Sea	Mar	22	Sea
Jan	31	Tac	May	25	Tac
Project 2010 Level 1			8:30 – 4:30	\$338	
Dec	12-13	Sea	Apr	17-18	Sea
Feb	09-10	Sea			

PUBLISHER

Publisher 2007 Level 1			8:30 – 4:30	\$169	
Nov	30	Sea	Apr	05	Tac
Publisher 2010 Level 1			8:30 – 4:30	\$169	
Feb	01	Tac	May	11	Sea

SHAREPOINT

SharePoint 3.0/2007 Level 1			8:30 – 4:30	\$209	
Nov	18	Tac	Apr	26	Tac
Jan	11	Sea			
SharePoint 2010 Level 1			8:30 – 4:30	\$209	
Dec	08	Tac	Mar	26	Tac
Feb	06	Sea	May	07	Sea

SHAREPOINT DESIGNER

SharePoint Designer 2007 Level 1			8:30 – 4:30	\$209	
Jan	19	Sea			
SharePoint Designer 2007 Level 2			8:30 – 4:30	\$209	
Nov	09	Sea	Jan	26	Sea
SharePoint Designer 2010 Level 1			8:30 – 4:30	\$209	
Feb	13	Sea	May	14	Sea

SHAREPOINT DESIGNER

SharePoint Designer 2010 Level 2			8:30 – 4:30	\$209	
Mar	13	Seattle	May	30	Sea

The new graphical workflow designer allows you to save your workflow design as a template to reuse a workflow.

VBA PROGRAMMING

VBA Programming			8:30 – 4:30	\$625	
Nov	16-18	Sea	Mar	28-30	Sea
Jan	23-25	Sea	May	21-23	Sea

VISIO

Visio 2007 Level 1			8:30 – 4:30	\$169	
Dec	15	Sea			
Visio 2007 Level 2			8:30 – 4:30	\$209	
Nov	30	Tac	Mar	14	Sea
Visio 2010 Level 1			8:30 – 4:30	\$169	
Mar	15	Sea	May	25	Sea

WORD

Word 2007/2010 Level 1			8:30 – 4:30	\$169	
Dec	01	Tac	Apr	23	Tac
Jan	09	Sea	May	18	Sea
Word 2007/2010 Level 2			8:30 – 4:30	\$169	
Jan	17	Tac	Apr	13	Sea
Word 2007/2010 Level 3			8:30 – 4:30	\$169	
Jan	16	Sea	May	01	Tac
Word 2007 Mail Merge/Forms			8:30 – 4:30	\$169	
Dec	19	Sea			

LOCATIONS

Sea = Seattle/Redmond Facility
Medical Dental Building
 509 Olive Way, Suite 1360
 Seattle, WA 98101

Tac = Tacoma Facility
Fabulich Center, Port of Tacoma Building
 3600 Port of Tacoma Rd, Suite 506
 Tacoma, WA 98424

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Adobe Classroom and MS Live Online Schedule

ADOBE

Acrobat 9	8:30 – 4:30	\$418
Dec 01-02 Sea Apr 10-11 Tac		
InDesign CS4	8:30 – 4:30	\$418
Jan 03-04 Sea May 16-17 Sea		
Photoshop CS4	8:30 – 4:30	\$418
Jan 12-13 Sea May 09-10 Sea		
Acrobat X	8:30 – 4:30	\$418
Feb 02-03 Sea May 01-02 Sea		
InDesign CS5	8:30 – 4:30	\$418
Mar 19-20 Sea		
Photoshop CS5	8:30 – 4:30	\$418
Mar 05-06 Tac		

FREE ONLINE DEMOS

Excel 2007/10 Basic PivotTables	
Feb 01 9:00– 10:00 Apr 04 9:00–10:00	
Excel 2007 Formulas and Functions	
Dec 20 9:00– 10:00 Mar 07 9:00– 10:00	
Jan 17 9:00– 10:00 May 03 9:00– 10:00	

TRAINING ON DEMAND

- Crystal Reports
- JavaScript
- Microsoft SQL Server
- Intro to Programming
- VB Programming
- Adobe Illustrator

LIVE ONLINE TRAINING

Access 2007 Getting Started with Queries	\$129
Feb 06 9am–12 PST Apr 13 9am–12 PST	
Access 2007/10 Advanced Queries	\$129
Dec 13 9am–12 PST May 08 9am–12 PST	
Access 2007/10 The Table Structure	\$129
Nov 17 9am–12 PST Mar 02 9am–12 PST	
Access 2007 Forms	\$129
Dec 19 9am–12 PST Apr 26 9am–12 PST	

LIVE ONLINE TRAINING

Access 2007 Reports	\$129
Jan 25 9am–12 PST Apr 27 9am–12 PST	
Excel 2007 Basics	\$129
Feb 24 9am–12 PST May 22 9am–12 PST	
Excel 2007/10 Formulas & Functions	\$129
Jan 05 9am–12 PST May 31 9am–12 PST	
Excel 2007/10 Presenting Data with Charts	\$129
Dec 01 9am–12 PST Apr 12 9am–12 PST	
Excel 2007/10 Basic PivotTables	\$129
Dec 05 9am–12 PST Apr 19 9am–12 PST	
Excel 2007/10 The Excel Database	\$129
Feb 27 9am–12 PST May 15 9am–12 PST	
Excel 2007/10 Collaboration & Automation	\$129
Nov 15 9am–12 PST Mar 16 9am–12 PST	
Outlook 2007 Calendar & Meeting	\$129
Dec 08 9am–12 PST May 18 9am–12 PST	
Office 2007 New Features	\$129
Feb 03 9am–12 PST	
Office 2010 New Features	\$129
Dec 06 9am–12 PST Mar 19 9am–12 PST	
PowerPoint 07/10 Animation & Multimedia	\$129
Dec 15 9am–12 PST May 14 9am–12 PST	
SharePoint Foundation 2010 Site Users	\$129
Dec 07 9am–12 PST Apr 16 9am–12 PST	
Visio 2007 Creating Basic Drawings	\$129
Jan 31 9am–12 PST May 21 9am–12 PST	
Visio 2007 Diagramming Business Processes	\$129
Apr 02 9am–12 PST	
Windows 7 Differences	\$129
Jan 30 9am–12 PST Apr 23 9am–12 PST	

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