

ZEP COMPUTER TRAINING

| Course | Duration | June 2008 | July 2008 | August 2008 |
|--|---------------------------|---------------------------------------|---|---|
| WINDOWS | | Course Dates | Course Dates | Course Dates |
| Windows Vista - Introduction | 1 Day or 2 Evenings | 4 20 & 27 | 7 18 & 25 | 4 20 & 27 |
| WORD PROCESSING | | | | |
| Microsoft Word Level I | 1 Day or 2 Evenings | 3, 5, 18 9, 17 & 24, 19 & 26 | 3, 10, 17, 24 4 & 11, 18 & 25, 22 & 29 | 1, 5, 18 1 & 8, 15 & 22, 29 & ** |
| Microsoft Word Level II | 1 Day | 6, 20, 21* | 4, 25, 26* | 6, 20, 30 |
| SPREADSHEET | | | | |
| Microsoft Excel - Level I | 1 Day or 2 Evenings | 4, 13, 19, 14* 4, 11 & 18, 16 & 23 | 9, 16, 23, 30, 3 & 10, 17 & 24, | 4, 7, 13, 19, 4 & 11, 18 & 25, 16 & 23 |
| Microsoft Excel - Level II | 1 Day or 2 Evenings | 10, 21* 20 & 27 | 12*, 16, 23 & 30 | 14, 21 21 & 28 |
| Microsoft Excel - 2007 | 1 Day | 26 | 26 | 26 |
| PowerPoint | | | | |
| PowerPoint – Level I | 1 Day or 2 Evenings | 7*, 17 4 & 11 | 21 7 & 14, | 15 5 & 12 |
| PowerPoint - Advanced | 1 Day | 6, 25, | 22 | 25 |
| DATA BASE (ACCESS) | | | | |
| Microsoft Access –Level I | 1 Day or 2 Evenings | 11, 23, 24, 28 5 & 12, 19 & 26 | 11, 18, 28, 8 & 15, 9 & 16 | 11, 22, 27, 6 & 13, 19 & 26 |
| Microsoft Access – 2007 | 1 Day | 27 | 14 | 28 |
| DESKTOP PUBLISHING | | | | |
| Microsoft Publisher | 1 Day | 16 | 29 | 16 |
| PowerPoint SEMINAR | TBA | TBA | TBA | TBA |
| Computer Literacy for Mature People | At Clients' Learning Rate | At Clients' Request | At Clients' Request | At Clients' Request |

Course Fees

\$189.00^{1*}

5-15% Discount.
Available for Multiple Registrations.
Call for detail

Course Times
Weekdays: 9am – 4pm
Evenings: 6pm – 9pm
Weekends: 9am – 3pm

Onsite Training & Hourly Arrangements are Available

Register Online At
www.zepcomputers.com
OR Call
905-463-1937

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^{1*} Except for Computer Literacy for Mature People and Level II Courses