

PC Training Schedule Quarter 3, 2011 Instructor Led Course



Code	Course Title	July	August	September	Duration	Cost
W011	Word Introduction	1 st	23 rd	16 th	1 Day	£125
W021	Word Intermediate	20 th		8 th	1 Day	£125
W031	Word Advanced		3 rd	14 th	1 Day	£155
EF11	Excel Fast Track	25 th	12 th		1 Day	£220
E012	Excel Introduction	13 th /14 th		21 th /22 th	2 Days	£230
E021	Excel Intermediate	26 th	24 th		1 Day	£125
E031	Excel Advanced	7 th		7 th	1 Day	£125
AF11	Access Fast Track	15 th	18 th		1 Day	£220
A012	Access Introduction		9 th /10 th	29 th /30 th	2 Days	£230
A021	Access Intermediate	27 th	25 th	15 th	1 Day	£125
A031	Access Advanced	18 th		23 rd	1 Day	£160
P011	PowerPoint Introduction	14 th		16 th	1 Day	£125
P021	PowerPoint Intermediate		4 th		1 Day	£160
PJ21	Microsoft Project Fast Track	25 th	11 th	28 th	1 Day	£230
PJ22	Microsoft Project 03 Introduction			12 th /13 th	2 Days	£275
PJ32	Microsoft Project Intermediate.	21 st			1 Day	£230
FB11	Microsoft FrontPage		16 th		1 Day	£160
PU11	Microsoft Publisher	28 th		2 nd	1 Day	£160

The above is a selection of the courses we are able to provide.
Courses can be tailored to your specific requirements. On-site training also available.

**Are you
Office 2010 ready?**

For information on the above or any additional courses: - Contact Training Sales on Tel: 02920 333000 or e-Mail training@cwwales.com