

**COMPUTER LABORATORY**

→ **Software Classes 2009**

1. MS Office Essentials (Class 1 & 2)
2. Managing with Microsoft Office
3. Project Management Concepts using MS Project
4. Web Designing Using FrontPage

*Register Today!!*

**Course: MS Office Essentials (Class 1) Saturdays**

**Duration:** 30 hours (10 weeks)

**Start Date:** Saturday October 17th

**End Date:** Saturday December 19th

**Time:** 9:00-12:00 Noon

**Cost:** \$1100.00

**Course: MS Office Essentials (Class 2)**

**Duration:** 30 hours (5 weeks)

**Start Date:** Monday October 12th

**End Date:** Wednesday November 9th

**Time:** 5:00-8:00 p.m.

**Cost:** \$1100.00

**\* Course: Managing with Microsoft Office (Class 3)**

**Duration:** 36 hours (12 weeks)

**Start Date:** Saturday November 21st

**End Date:** Saturday March 6th 2010

**Time:** 1:00-4:00 p.m.

**Cost:** \$2500.00

**Course: Project Management Concepts using MS Project (Class 4)**

**Duration:** 30 hours (10 weeks)

**Start Date:** Saturday November 28th

**End Date:** Saturday February 27th 2010

**Time:** 9:00-12:00 Noon

**Cost:** \$3500.00

**Course: Web Designing Using FrontPage (Class 5)**

**Duration:** 30 hours (5 weeks)

**Start Date:** Tuesday October 20th

**End Date:** Thursday November 17th

**Time:** 5:00-8:00 p.m.

**Cost:** \$2000.00

**\*Prerequisite: Must have working knowledge of MS Office**

**Call at 662-2002 Ext. 3558, or 645 -7856 (direct)**



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