

ZEP COMPUTER TRAINING FALL 2008

Course	Duration	September	October	November
WINDOWS		Course Dates	Course Dates	Course Dates
Windows Vista - Introduction	1 Day or 2 Evenings	4 20 & 27	3 19 & 26	7 22 & 29
WORD PROCESSING				
Microsoft Word Level I	1 Day or 2 Evenings	3, 5, 18 9, 17 & 24, 19 & 26	2, 9, 16, 23 4 & 11, 17 & 24	6, 13, 20 1 & 8, 14 & 21, 28 &
Microsoft Word Level II	1 Day	6, 20, 21	4, 15, 29	3, 17 19 & 26
SPREADSHEET				
Microsoft Excel - Level I	1 Day or 2 Evenings	4, 8, 13, 19, 25 2 & 9, 18 & 25	3, 10, 14, 21 3 & 10, 15 & 22, 29 &	1, 6, 10, 15, 19, 26 & 5, 6 & 13, 20 & 27
Microsoft Excel - Level II	1 Day or 2 Evenings	11, 22 22 & 29	14, 28, 16 & 23	12, 18 16 & 23
Microsoft Excel - 2007	1 Day	27	25	21
PowerPoint				
PowerPoint – Level I	1 Day or 2 Evenings	16 6 & 13	16 7 & 14,	14 4 & 11
PowerPoint - Advanced	1 Day	26	24	27
ACCESS				
Microsoft Access –Level I	1 Day or 2 Evenings	2, 12, 17, 24, 30 8 & 15, 23 & 30	6, 10, 19, 30 6 & 13, 18 & 25	4, 11, 25, 29 3 & 12, 10 & 17
Microsoft Access – 2007	1 Day	28	22	22
Publisher				
Microsoft Publisher	1 Day	17	17	8
PowerPoint Seminar	TBA	8*, 22*, 29*	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*}

**Up to
60% Discount.**
Available
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 & Level 2 Courses