

Third Quarter 2009 Training Schedule



www.etc-1.com
training@etc-1.com

3 Locations:

Midland Towne Center
(Next to MI Works)
1415 Washington Street
Midland MI 48640
989-832-8050

884 E. Isabella Rd
Midland, MI 48640
989-631-5202
1-888-3U-LEARN
Fax: 989-631-4541

310 Johnson Street, Ste 203
Saginaw, MI 48607

Computer Classes		Computer Classes (continued)		Business Seminars	
Access I (2003)* Access I (2007)*	July 23* Aug 11*	Outlook II (2003) Outlook II (2007)	Sept 18 July 31	Grant Writing I	Aug 28
Access II (2003)* Access II (2007)*	Aug 6* Aug 25*	Photoshop	Aug 21	Quality Customer Service & Beyond	Sept 24
Access III (2003)* Access III (2007)*	Aug 20* Sept 15*	PowerPoint I (2003) PowerPoint I (2007)	Sept 1 Sept 21	Supervisor Skills	Sept 14
Adobe Acrobat Professional Basic Adobe Acrobat Professional Adv	July 9 July 30	PowerPoint II (2003) PowerPoint II (2007)	Sept 10 Sept 29	 <p style="text-align: center;">**NEW**</p> <h3 style="text-align: center;">Filmmaking Industry Training Program</h3> <p>This certificate program prepares learners to succeed in the filmmaking industry in a variety of roles.</p> <p>Instructors are Subject Matter Experts (SME) currently in the motion picture industry.</p> <p>Call 989-631-5202 x207 for more information.</p>	
Dreamweaver	Sept 11	Publisher (2003) Publisher (2007)	Aug 3 Aug 24		
Excel I (2003) Excel I (2007) Excel I (2007)*	July 16 Aug 13 July 21*	QuickBooks	Sept 22		
Excel II (2003) Excel II (2007) Excel II (2007)*	July 28 Aug 27 July 28*	Website Make & Take	Aug 7 Sept 25		
Excel III (2003) Excel III (2007) Excel III (2007)*	Aug 4 Sept 17 Aug 4*	Word I (2003) Word I (2007) Word I (2007)*	July 13 July 21 Aug 17*		
Fireworks	July 10	Word II (2003) Word II (2007) Word II (2007)*	July 27 Aug 18 Aug 27*		
In-Design	July 17	Word III (2003) Word III (2007) Word III (2007)*	Aug 10 Sept 8 Sept 3*		
Outlook I (2003) Outlook I (2007)	Aug 14 July 24				
					 <p>Over 100 ONLINE classes to choose from! Call 989-832-8050 or visit www.ed2go.com/etc for more information.</p>

All Classes Are - 9:00am to 4:30pm unless marked with an (*). If marked with an (*), they are held 5:00pm-9:00pm.

ALL CLASSES are being held at 1415 Washington Street, Midland.

****Individual training is also available – call 989-832-8050 to schedule****

Classes are also available for instruction at your facility – call us today for more details.

We can...

- Create custom courses
- Help with database development
- Provide consulting services for businesses

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Phone: 989-832-8050 Fax: 989-631-4541
www.etc-1.com

Classes Include:

- Detailed Course Manual
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- Discount on Multiple Course Registration

Are you looking for a class or topic that is not listed?

NEW Mac training is available. Call or email for details.

Please call 989-832-8050 or e-mail training@etc-1.com for more options.