

March 2020

Mon	Tue	Wed	Thu	Fri
2 Excel I 2013 8:30-4:30	3	4 Outlook 2013 8:30-4:30	5	6 Word I 2013 8:30-4:30
9 PowerPoint 2013 8:30-4:30	10	11 Excel I 2016 8:30-4:30	12	13 Outlook 2013 8:30-4:30
16 Outlook 2016 8:30-4:30	17	18 Excel II 2016 8:30-4:30	19	20 Excel I 2013 8:30-4:30
23 Excel II 2013 8:30-4:30	24	25 Word I 2016 8:30-4:30	26	27 Word II 2013 8:30-4:30
30 Word I 2013 8:30-4:30	31			

April 2020

Tue	Wed	Thu	Fri
	1 Word I 2013 8:30-4:30	2	3 Excel I 2013 8:30-4:30
6 PowerPoint 2013 8:30-4:30	7	8 Excel I 2016 8:30-4:30	9
13 Word I 2016 8:30-4:30	14	15 Word II 2013 8:30-4:30	16
20 Outlook 2013 8:30-4:30	21	22 Excel II 2016 8:30-4:30	23
27 Word II 2016 8:30-4:30	28	29 Excel I 2013 8:30-4:30	30

May 2020

Mon	Tue	Wed	Thu	Fri
				1 Word I 2013 8:30-4:30
4 Excel I 2016 8:30-4:30	5	6 Excel II 2013 8:30-4:30	7	8 Excel I 2013 8:30-4:30
11 Outlook 2013 8:30-4:30	12	13 PowerPoint 2013 8:30-4:30	14	15 Word II 2013 8:30-4:30
18 Excel II 2016 8:30-4:30	19	20 Word I 2013 8:30-4:30	21	22 Excel II 2013 8:30-4:30
25 PowerPoint 2013 8:30-4:30	26	27 Outlook 2013 8:30-4:30	28	29 Excel I 2013 8:30-4:30



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**Full Day Classes - 8:30 to 4:30 pm**

*Days without a listed schedule can be utilized to suit your individual training needs!*

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*All Training sessions have a manual and cd for an additional cost*

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