



MS Office and Desktop Applications

Welkin Computer Training

* Indicates Courses in English

For enquiry on schedule update and course outlines, please visit our website at www.welkin.com.hk or you may also contact us by: **Email:** training@welkin.com.hk **Tel:** 3605 3322 (CT), 3605 3377 (MK) **Fax:** 3605 3399 (CT), 3605 3398 (MK)

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time
1. MOS Excel Certification Workshop (Exam Preparation & Certification Exam)					7. Office Collaboration with Google Drive and Google Forms				
<i>\$850 (Including exam voucher with free retake, exam drilling and certification exam), half-day</i>					<i>\$960, 1 day or 2 evenings</i>				
PXL-6A16K	Mk	16/12	Sa	9:30a - 1:00p	GOOG-18011C	Ct	3/1	We	9:30a - 12:30p 2:00p - 5:00p
PXL-6B24K	Mk	24/2	Sa	2:00p - 5:30p	GOOG-18021K	Mk	2/2	Fr	9:30a - 12:30p 2:00p - 5:00p
PXL-6A9K	Mk	9/6	Sa	9:30a - 1:00p	GOOG-18031K	Mk	28/3	We	9:30a - 12:30p 2:00p - 5:00p
2. MOS Word Certification Workshop (Exam Preparation & Certification Exam)					GOOG-18041K	Mk	3/4	Tu	9:30a - 12:30p 2:00p - 5:00p
<i>\$850 (Including exam voucher with free retake, exam drilling and certification exam), half-day</i>					GOOG-18051C	Ct	16/5	We	9:30a - 12:30p 2:00p - 5:00p
PWD-6B16C	Ct	16/12	Sa	2:00p - 5:30p	GOOG-18061K	Mk	13/6	We	9:30a - 12:30p 2:00p - 5:00p
PWD-6A24K	Mk	3/3	Sa	9:30a - 1:00p	GOOG-18071K	Mk	10/7	Tu	9:30a - 12:30p 2:00p - 5:00p
PWD-6B9K	Mk	9/6	Sa	2:00p - 5:30p	GOOG-18081K	Mk	31/8	Fr	9:30a - 12:30p 2:00p - 5:00p
3. MOS PowerPoint Certification Workshop (Exam Preparation & Certification Exam)					GOOG-18091C	Ct	27/9	Th	9:30a - 12:30p 2:00p - 5:00p
<i>\$850 (Including exam voucher with free retake, exam drilling and certification exam), half-day</i>					GOOG-18101K	Mk	26/10	Fr	9:30a - 12:30p 2:00p - 5:00p
PPP-6B16C	Ct	16/12	Sa	2:00p - 5:30p	GOOG-18111K	Mk	26/11	Mo	9:30a - 12:30p 2:00p - 5:00p
PPP-6A24K	Mk	10/3	Sa	9:30a - 1:00p	8. Social Media and Facebook Marketing				
PPP-6B9K	Mk	9/6	Sa	2:00p - 5:30p	<i>\$1040, 1 day or 2 evenings</i>				
4. ACA InDesign Certification Workshop (Exam Preparation & Certification Exam)					FACE-53C8C	Ct	27,29/12	We,Fr	7:00p - 10:00p
<i>\$850 (Including exam voucher with free retake, exam drilling and certification exam), half-day</i>					*FACE-6D2E	Ct	30/12 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
PIND-6A24K	Mk	24/2	Sa	9:30a - 1:00p	FACE-6D30K	Mk	13/1	Sa	10:00a - 1:00p 2:00p - 5:00p
PIND-6B9K	Mk	9/6	Sa	2:00p - 5:30p	FACE-35C3K	Mk	17,19/1	We,Fr	7:00p - 10:00p
5. Microsoft Office 365 Overview					FACE-6D32C	Ct	27/1	Sa	9:45a - 12:45p 2:00p - 5:00p
<i>(\$960, 6 Hours in 2 sessions)</i>					*FACE-13C15E	Ct	29,31/1 (Eng)	Mo,We	7:00p - 10:00p
O365-18011K	Mk	30/1	Tu	9:30a - 12:30p 2:00p - 5:00p	FACE-18011C	Ct	29/1	Mo	9:30a - 12:30p 2:00p - 5:00p
O365-18031K	Mk	13/3	Tu	9:30a - 12:30p 2:00p - 5:00p	FACE-14C5C	Ct	22,26/2	Th,Mo	7:00p - 10:00p
O365-18041K	Mk	6/4	Fr	9:30a - 12:30p 2:00p - 5:00p	FACE-24C20K	Mk	6,8/3	Tu,Th	7:00p - 10:00p
O365-18051C	Ct	14/5	Mo	9:30a - 12:30p 2:00p - 5:00p	*FACE-6D33E	Ct	10/3 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
O365-18061K	Mk	27/6	We	9:30a - 12:30p 2:00p - 5:00p	FACE-18031K	Mk	14/3	We	9:30a - 12:30p 2:00p - 5:00p
O365-18071K	Mk	6/7	Fr	9:30a - 12:30p 2:00p - 5:00p	FACE-6D10K	Mk	24/3	Sa	10:00a - 1:00p 2:00p - 5:00p
O365-18081C	Ct	6/8	Mo	9:30a - 12:30p 2:00p - 5:00p	FACE-25C20C	Ct	6,10/4	Fr,Tu	7:00p - 10:00p
O365-18091K	Mk	17/9	Mo	9:30a - 12:30p 2:00p - 5:00p	FACE-6D33C	Ct	21/4	Sa	10:00a - 1:00p 2:00p - 5:00p
O365-18101K	Mk	16/10	Tu	9:30a - 12:30p 2:00p - 5:00p					
O365-18111C	Ct	14/11	We	9:30a - 12:30p 2:00p - 5:00p					
6. Microsoft Office 2016 for Office 2007/2010/2013 Users									
<i>\$960, 1 day or 2 evenings</i>									
MS16-18011C	Ct	26/1	Fr	9:30a - 12:30p 2:00p - 5:00p					

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
*FACE-35C11E	Ct 25,27/4 (Eng)	We,Fr	7:00p-10:00p	AGA-6D9K	Mk 7/7	Sa	10:00a- 1:00p
FACE-13C16K	Mk 30/4; 2/5	Mo,We	7:00p-10:00p				2:00p- 5:00p
FACE-6D21K	Mk 5/5	Sa	10:00a- 1:00p	AGA-25C12K	Mk 10,13/7	Tu,Fr	7:00p-10:00p
			2:00p- 5:00p	*AGA-24C26E	Ct 24,26/7 (Eng)	Tu,Th	7:00p-10:00p
FACE-13C7C	Ct 21,23/5	Mo,We	7:00p-10:00p	AGA-18071K	Mk 25/7	We	9:30a-12:30p
FACE-18051C	Ct 21/5	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	AGA-25C3C	Ct 31/7; 3/8	Tu,Fr	7:00p-10:00p
*FACE-6D36E	Ct 9/6 (Eng)	Sa	10:00a- 1:00p	AGA-6D34C	Ct 4/8	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
FACE-6D9K	Mk 23/6	Sa	10:00a- 1:00p	AGA-6D33K	Mk 18/8	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
FACE-25C12K	Mk 26,29/6	Tu,Fr	7:00p-10:00p	AGA-13C30K	Mk 27,29/8	Mo,We	7:00p-10:00p
*FACE-24C26E	Ct 10,12/7 (Eng)	Tu,Th	7:00p-10:00p	AGA-18091C	Ct 20/9	Th	9:30a-12:30p
FACE-18071K	Mk 16/7	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	AGA-13C33C	Ct 8,10/10	Mo,We	7:00p-10:00p
FACE-25C3C	Ct 17,20/7	Tu,Fr	7:00p-10:00p	AGA-18111K	Mk 9/11	Fr	9:30a-12:30p
FACE-6D34C	Ct 21/7	Sa	10:00a- 1:00p				2:00p- 5:00p
			2:00p- 5:00p	11. Search Engine Optimization (SEO)			
FACE-6D33K	Mk 4/8	Sa	10:00a- 1:00p	<i>\$1040, 1 day or 2 evenings</i>			
			2:00p- 5:00p	SEO-17121K	Mk 29/12	Fr	9:30a-12:30p
FACE-13C30K	Mk 13,15/8	Mo,We	7:00p-10:00p				2:00p- 5:00p
FACE-18091C	Ct 3/9	Mo	9:30a-12:30p	SEO-53C8C	Ct 3,5/1	We,Fr	7:00p-10:00p
			2:00p- 5:00p	*SEO-6D2E	Ct 6/1 (Eng)	Sa	10:00a- 1:00p
FACE-13C33C	Ct 17,19/9	Mo,We	7:00p-10:00p				2:00p- 5:00p
FACE-18111K	Mk 20/11	Tu	9:30a-12:30p	SEO-18011C	Ct 9/1	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
9. Google AdWords Essentials				SEO-6D30K	Mk 20/1	Sa	10:00a- 1:00p
<i>\$960, 1 day or 2 evenings</i>							2:00p- 5:00p
EGOO-18021C	Ct 5/2	Mo	9:30a-12:30p	SEO-35C3K	Mk 24,26/1	We,Fr	7:00p-10:00p
			2:00p- 5:00p	SEO-6D32C	Ct 3/2	Sa	9:45a-12:45p
EGOO-18041K	Mk 13/4	Fr	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	*SEO-13C15E	Ct 5,7/2 (Eng)	Mo,We	7:00p-10:00p
EGOO-18061C	Ct 15/6	Fr	9:30a-12:30p	SEO-14C5C	Ct 1,5/3	Th,Mo	7:00p-10:00p
			2:00p- 5:00p	SEO-24C20K	Mk 13,15/3	Tu,Th	7:00p-10:00p
EGOO-18081K	Mk 22/8	We	9:30a-12:30p	*SEO-6D33E	Ct 17/3 (Eng)	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
EGOO-18101C	Ct 18/10	Th	9:30a-12:30p	SEO-18031K	Mk 21/3	We	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
10. Analyzing Site Performance with Google Analytics				SEO-6D10K	Mk 7/4	Sa	10:00a- 1:00p
<i>\$1040, 1 day or 2 evenings</i>							2:00p- 5:00p
AGA-53C8C	Ct 10,12/1	We,Fr	7:00p-10:00p	SEO-25C20C	Ct 13,17/4	Fr,Tu	7:00p-10:00p
*AGA-6D2E	Ct 13/1 (Eng)	Sa	10:00a- 1:00p	SEO-6D33C	Ct 28/4	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
AGA-18011C	Ct 19/1	Fr	9:30a-12:30p	*SEO-35C11E	Ct 2,4/5 (Eng)	We,Fr	7:00p-10:00p
			2:00p- 5:00p	SEO-13C16K	Mk 7,9/5	Mo,We	7:00p-10:00p
AGA-6D30K	Mk 27/1	Sa	10:00a- 1:00p	SEO-6D21K	Mk 12/5	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
AGA-35C3K	Mk 31/1; 2/2	We,Fr	7:00p-10:00p	SEO-18051C	Ct 23/5	We	9:30a-12:30p
AGA-6D32C	Ct 10/2	Sa	9:45a-12:45p				2:00p- 5:00p
			2:00p- 5:00p	SEO-13C7C	Ct 28,30/5	Mo,We	7:00p-10:00p
*AGA-13C15E	Ct 12,14/2 (Eng)	Mo,We	7:00p-10:00p	*SEO-6D36E	Ct 16/6 (Eng)	Sa	10:00a- 1:00p
AGA-18031K	Mk 2/3	Fr	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEO-6D9K	Mk 30/6	Sa	10:00a- 1:00p
AGA-14C5C	Ct 8,12/3	Th,Mo	7:00p-10:00p				2:00p- 5:00p
AGA-24C20K	Mk 20,22/3	Tu,Th	7:00p-10:00p	SEO-25C12K	Mk 3,6/7	Tu,Fr	7:00p-10:00p
*AGA-6D33E	Ct 24/3 (Eng)	Sa	10:00a- 1:00p	SEO-18071K	Mk 9/7	Mo	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
AGA-6D10K	Mk 14/4	Sa	10:00a- 1:00p	*SEO-24C26E	Ct 17,19/7 (Eng)	Tu,Th	7:00p-10:00p
			2:00p- 5:00p	SEO-25C3C	Ct 24,27/7	Tu,Fr	7:00p-10:00p
AGA-25C20C	Ct 20,24/4	Fr,Tu	7:00p-10:00p	SEO-6D34C	Ct 28/7	Sa	10:00a- 1:00p
AGA-18051C	Ct 2/5	We	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEO-6D33K	Mk 11/8	Sa	10:00a- 1:00p
AGA-6D33C	Ct 5/5	Sa	10:00a- 1:00p				2:00p- 5:00p
			2:00p- 5:00p	SEO-13C30K	Mk 20,22/8	Mo,We	7:00p-10:00p
*AGA-35C11E	Ct 9,11/5 (Eng)	We,Fr	7:00p-10:00p	SEO-18091C	Ct 24/9	Mo	9:30a-12:30p
AGA-13C16K	Mk 14,16/5	Mo,We	7:00p-10:00p				2:00p- 5:00p
AGA-6D21K	Mk 19/5	Sa	10:00a- 1:00p	SEO-13C33C	Ct 26/9; 3/10	We	7:00p-10:00p
			2:00p- 5:00p	SEO-18111K	Mk 19/11	Mo	9:30a-12:30p
AGA-13C7C	Ct 4,6/6	Mo,We	7:00p-10:00p				2:00p- 5:00p
*AGA-6D36E	Ct 23/6 (Eng)	Sa	10:00a- 1:00p				
			2:00p- 5:00p				

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
12. Effective Use of Microsoft Office in Business (CEF Approved)				13. Business Analysis with Microsoft Excel (CEF Approved)			
<i>\$3450 x 2 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement) 48 hours in 16 sessions, 2 sessions per week</i>				<i>\$2925 x 2 monthly instalments (total \$5850, \$1170 after 80% CEF reimbursement), 30 hours in 10 sessions, 2 sessions per week</i>			
COFB-24D2C	Ct 2/1 to 25/1	Tu,Th	9:45a-12:45p 2:00p- 5:00p	COFC-14C77K	Mk 7/5 to 5/7	Mo,Th	7:00p-10:00p
*COFB-14D15E	Ct 15/1 to 8/2 (Eng)	Mo,Th	9:45a-12:45p 2:00p- 5:00p	COFC-52C18C	Ct 18/5 to 13/7	Fr,Tu	7:00p-10:00p
COFB-41D1K	Mk 1/2 to 1/3	Th,Mo	9:45a-12:45p 2:00p- 5:00p	*COFC-25C19E	Ct 19/6 to 10/8 (Eng)	Tu,Fr	7:00p-10:00p
COFB-13D26C	Ct 26/2 to 21/3	Mo,We	9:45a-12:45p 2:00p- 5:00p	COFC-25C26K	Mk 26/6 to 17/8	Tu,Fr	7:00p-10:00p
*COFB-42C61E	Ct 1/3 to 26/4 (Eng)	Th,Tu	7:00p-10:00p	COFC-6D32C	Ct 14/7 to 1/9	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFB-25D20E	Ct 16/3 to 13/4 (Eng)	Fr,Tu	9:45a-12:45p 2:00p- 5:00p	*COFC-13C66E	Ct 6/8 to 3/10 (Eng)	Mo,We	7:00p-10:00p
COFB-24D20K	Mk 20/3 to 17/4	Tu,Th	9:45a-12:45p 2:00p- 5:00p	COFC-13C63K	Mk 13/8 to 10/10	Mo,We	7:00p-10:00p
COFB-6D7K	Mk 7/4 to 26/5	Sa	10:00a- 1:00p 2:00p- 5:00p	COFC-52C31C	Ct 31/8 to 26/10	Fr,Tu	7:00p-10:00p
COFB-24D24C	Ct 24/4 to 24/5	Tu,Th	9:45a-12:45p 2:00p- 5:00p	*COFC-52C28E	Ct 28/9 to 20/11 (Eng)	Fr,Tu	7:00p-10:00p
*COFB-6D5E	Ct 5/5 to 23/6 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	13. Business Analysis with Microsoft Excel (CEF Approved)			
COFB-6D12C	Ct 12/5 to 30/6	Sa	10:00a- 1:00p 2:00p- 5:00p	<i>\$2925 x 2 monthly instalments (total \$5850, \$1170 after 80% CEF reimbursement), 30 hours in 10 sessions, 2 sessions per week</i>			
COFB-35D16K	Mk 16/5 to 8/6	We,Fr	9:45a-12:45p 2:00p- 5:00p	CBAB-6D33K	Mk 6,13,20,27/1; 3/2	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFB-13D21E	Ct 21/5 to 13/6 (Eng)	Mo,We	9:45a-12:45p 2:00p- 5:00p	CBAB-14C32K	Mk 22/1 to 1/3	Mo,Th	7:00p-10:00p
COFB-6D9K	Mk 9/6 to 28/7	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-35C24E	Ct 24/1 to 28/2 (Eng)	We,Fr	7:00p-10:00p
COFB-35D20C	Ct 20/6 to 13/7	We,Fr	9:45a-12:45p 2:00p- 5:00p	CBAB-25C6C	Ct 6/2 to 13/3	Tu,Fr	7:00p-10:00p
*COFB-6D7E	Ct 7/7 to 25/8 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-6D10E	Ct 10/2 to 17/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
COFB-14C9C	Ct 9/7 to 30/8	Mo,Th	7:00p-10:00p	CBAB-52C9K	Mk 9/3 to 13/4	Fr,Tu	7:00p-10:00p
*COFB-24D17E	Ct 17/7 to 9/8 (Eng)	Tu,Th	9:45a-12:45p 2:00p- 5:00p	CBAB-6D10K	Mk 10,17,24/3; 7,14/4	Sa	10:00a- 1:00p 2:00p- 5:00p
COFB-6D4K	Mk 4/8 to 22/9	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-52C23E	Ct 23/3 to 27/4 (Eng)	Fr,Tu	7:00p-10:00p
COFB-24D14C	Ct 14/8 to 6/9	Tu,Th	9:45a-12:45p 2:00p- 5:00p	CBAB-13C26C	Ct 26/3 to 30/4	Mo,We	7:00p-10:00p
*COFB-6D8E	Ct 8/9 to 27/10 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-41C26K	Mk 26/4 to 28/5	Th,Mo	7:00p-10:00p
*COFB-35D59E	Ct 19/9 to 12/10 (Eng)	We,Fr	9:45a-12:45p 2:00p- 5:00p	*CBAB-6D7E	Ct 28/4 to 26/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
COFB-25C2K	Mk 2/10 to 23/11	Tu,Fr	7:00p-10:00p	CBAB-52C4C	Ct 4/5 to 8/6	Fr,Tu	7:00p-10:00p
COFB-6D6C	Ct 6/10 to 24/11	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-6D12K	Mk 12,19,26/5; 2,9/6	Sa	10:00a- 1:00p 2:00p- 5:00p
<i>\$2300 x 3 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement) 48 hours in 16 sessions, 2 sessions per week</i>				*CBAB-13C51E	Ct 21/5 to 25/6 (Eng)	Mo,We	7:00p-10:00p
COFC-6D16C	Ct 16/12 to 10/2	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-6D49E	Ct 9,16,23,30/6; 7/7 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-25C32K	Mk 19/12 to 20/2	Tu,Fr	7:00p-10:00p	CBAB-25C12K	Mk 12/6 to 13/7	Tu,Fr	7:00p-10:00p
*COFC-6D6E	Ct 6/1 to 3/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-14C25C	Ct 25/6 to 30/7	Mo,Th	7:00p-10:00p
COFC-6D6K	Mk 6/1 to 3/3	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-6D14K	Mk 14,21,28/7; 4,11/8	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFC-52C12E	Ct 12/1 to 9/3 (Eng)	Fr,Tu	7:00p-10:00p	*CBAB-24C17E	Ct 17/7 to 16/8 (Eng)	Tu,Th	7:00p-10:00p
COFC-6D3K	Mk 3/2 to 7/4	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-14C33K	Mk 23/7 to 23/8	Mo,Th	7:00p-10:00p
COFC-13C32K	Mk 5/2 to 4/4	Mo,We	7:00p-10:00p	*CBAB-6D44E	Ct 4,11,18,25/8; 1/9 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-35C7C	Ct 7/2 to 6/4	We,Fr	7:00p-10:00p	CBAB-25C32C	Ct 14/8 to 14/9	Tu,Fr	7:00p-10:00p
COFC-6D10C	Ct 10/3 to 19/5	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-52C7K	Mk 7/9 to 12/10	Fr,Tu	7:00p-10:00p
*COFC-6D10E	Ct 10/3 to 5/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-6D15K	Mk 15,22,29/9; 6,13/10	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-35C21K	Mk 21/3 to 16/5	We,Fr	7:00p-10:00p	*CBAB-35C32E	Ct 19/9 to 24/10 (Eng)	We,Fr	7:00p-10:00p
COFC-14C26C	Ct 26/3 to 24/5	Mo,Th	7:00p-10:00p	*CBAB-6D6E	Ct 6/10 to 3/11 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFC-13C23E	Ct 23/4 to 13/6 (Eng)	Mo,We	7:00p-10:00p	14. Spreadsheet Modeling in Corporate Finance (CEF Approved)			
<i>\$2300 x 3 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement) 48 hours in 16 sessions, 2 sessions per week</i>				<i>\$3150 x 2 monthly instalments (total \$6300, \$1260 after 80% CEF reimbursement), 30 hours in 10 sessions, 2 sessions per week</i>			
COFC-6D16C	Ct 16/12 to 10/2	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-42C1K	Mk 1/2 to 8/3	Th,Tu	7:00p-10:00p
COFC-25C32K	Mk 19/12 to 20/2	Tu,Fr	7:00p-10:00p	CSSB-6D24C	Ct 24/2; 3,10,17,24/3	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFC-6D6E	Ct 6/1 to 3/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-35C14C	Ct 14/3 to 18/4	We,Fr	7:00p-10:00p
COFC-6D6K	Mk 6/1 to 3/3	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-6D7C	Ct 7,14,21,28/4; 5/5	Sa	10:00a- 1:00p 2:00p- 5:00p
*COFC-52C12E	Ct 12/1 to 9/3 (Eng)	Fr,Tu	7:00p-10:00p	CSSB-14C7C	Ct 7/5 to 7/6	Mo,Th	7:00p-10:00p
COFC-6D3K	Mk 3/2 to 7/4	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-6D9K	Mk 9,16,23,30/6; 7/7	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-13C32K	Mk 5/2 to 4/4	Mo,We	7:00p-10:00p	CSSB-35C27C	Ct 27/6 to 27/7	We,Fr	7:00p-10:00p
COFC-35C7C	Ct 7/2 to 6/4	We,Fr	7:00p-10:00p	CSSB-6D14K	Mk 14,21,28/7; 4,11/8	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-6D10C	Ct 10/3 to 19/5	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-24C14K	Mk 14/8 to 13/9	Tu,Th	7:00p-10:00p
*COFC-6D10E	Ct 10/3 to 5/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CSSB-6D15C	Ct 15,22,29/9; 6,13/10	Sa	10:00a- 1:00p 2:00p- 5:00p
COFC-35C21K	Mk 21/3 to 16/5	We,Fr	7:00p-10:00p				
COFC-14C26C	Ct 26/3 to 24/5	Mo,Th	7:00p-10:00p				
*COFC-13C23E	Ct 23/4 to 13/6 (Eng)	Mo,We	7:00p-10:00p				

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
15. Financial Modeling with Excel VBA (CEF Approved)				*CIMB-6D4E	Ct 4,11,18,25/8; 1/9 (Eng)	Sa	10:00a - 1:00p
<i>\$2300 x 3 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement), 39 hours in 13 sessions, 2 sessions per week</i>				CIMB-6D35K	Mk 8,15,22,29/9; 6/10	Sa	2:00p - 5:00p
CVBC-25C23C	Ct 23/1 to 9/3	Tu,Fr	7:00p-10:00p	CIMB-6D35K	Mk 8,15,22,29/9; 6/10	Sa	10:00a - 1:00p
*CVBC-6D3E	Ct 3/2 to 24/3 (Eng)	Sa	10:00a - 1:00p				2:00p - 5:00p
	3/2 to 17/3 (Eng)	Sa	2:00p - 5:00p	*CIMB-14C10E	Ct 10/9 to 18/10 (Eng)	Mo,Th	7:00p-10:00p
CVBC-6D10K	Mk 10/2 to 7/4	Sa	10:00a - 1:00p	CIMB-14C10K	Mk 10/9 to 18/10	Mo,Th	7:00p-10:00p
	10/2 to 24/3	Sa	2:00p - 5:00p	17. Diploma in e-Shop Creation and Digital Marketing (CEF Approved)			
CVBC-35C33K	Mk 21/2 to 6/4	We,Fr	7:00p-10:00p	<i>\$3000 x 2 monthly instalments (total \$6000, \$1200 after 80% CEF reimbursement), 30 hours in 10 sessions, 2 sessions per week</i>			
*CVBC-14C27E	Ct 26/2 to 16/4 (Eng)	Mo,Th	7:00p-10:00p	CMKB-6D30K	Mk 30/12; 6,13,20,27/1	Sa	10:00a - 1:00p
CVBC-6D17C	Ct 17/3 to 5/5	Sa	10:00a - 1:00p				2:00p - 5:00p
	17/3 to 28/4	Sa	2:00p - 5:00p	CMKB-35C3K	Mk 3/1 to 2/2	We,Fr	7:00p-10:00p
CVBC-52C25K	Mk 25/5 to 6/7	Fr,Tu	7:00p-10:00p	CMKB-6D32C	Ct 13,20,27/1; 3,10/2	Sa	9:45a-12:45p
CVBC-6D23K	Mk 23/6 to 4/8	Sa	9:00a-12:00p				2:00p - 5:00p
	23/6 to 28/7	Sa	2:00p - 5:00p	*CMKB-13C15E	Ct 15/1 to 14/2 (Eng)	Mo,We	7:00p-10:00p
CVBC-13C25C	Ct 25/6 to 8/8	Mo,We	7:00p-10:00p	CMKB-14C5C	Ct 5/2 to 15/3	Mo,Th	7:00p-10:00p
CVBC-6D21C2	Ct 21/7 to 1/9	Sa	10:00a - 1:00p	CMKB-24C20K	Mk 20/2 to 22/3	Tu,Th	7:00p-10:00p
	21/7 to 25/8	Sa	2:00p - 5:00p	*CMKB-6D33E	Ct 24/2 to 24/3 (Eng)	Sa	10:00a - 1:00p
*CVBC-52C3E	Ct 3/8 to 14/9 (Eng)	Fr,Tu	7:00p-10:00p				2:00p - 5:00p
CVBC-52C17C	Ct 17/8 to 2/10	Fr,Tu	7:00p-10:00p	CMKB-6D10K	Mk 10,17,24/3; 7,14/4	Sa	10:00a - 1:00p
CVBC-6D25K	Mk 25/8 to 6/10	Sa	10:00a - 1:00p				2:00p - 5:00p
	25/8; 1,8,15,22,29/9	Sa	2:00p - 5:00p	CMKB-25C20C	Ct 20/3 to 24/4	Tu,Fr	7:00p-10:00p
CVBC-25C28K	Mk 28/8 to 12/10	Tu,Fr	7:00p-10:00p	CMKB-6D33C	Ct 7,14,21,28/4; 5/5	Sa	10:00a - 1:00p
*CVBC-42C27E	Ct 27/9 to 8/11 (Eng)	Th,Tu	7:00p-10:00p				2:00p - 5:00p
<i>\$3450 x 2 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement), 39 hours in 13 sessions, 2 sessions per week</i>				*CMKB-35C11E	Ct 11/4 to 11/5 (Eng)	We,Fr	7:00p-10:00p
*CVBB-24C2E	Ct 2/1 to 13/2 (Eng)	Tu,Th	7:00p-10:00p	CMKB-13C16K	Mk 16/4 to 16/5	Mo,We	7:00p-10:00p
CVBB-42C4K	Mk 4/1 to 20/2	Th,Tu	7:00p-10:00p	CMKB-6D21K	Mk 21,28/4; 5,12,19/5	Sa	10:00a - 1:00p
CVBB-6D33C	Ct 6/1 to 24/2	Sa	10:00a - 1:00p				2:00p - 5:00p
	6,13,20,27/1; 3,10/2	Sa	2:00p - 5:00p	CMKB-13C7C	Ct 7/5 to 6/6	Mo,We	7:00p-10:00p
CVBB-13C12C	Ct 12/3 to 25/4	Mo,We	7:00p-10:00p	*CMKB-6D36E	Ct 26/5; 2,9,16,23/6 (Eng)	Sa	10:00a - 1:00p
*CVBB-6D54E	Ct 7/4 to 19/5 (Eng)	Sa	10:00a - 1:00p				2:00p - 5:00p
	7/4 to 12/5 (Eng)	Sa	2:00p - 5:00p	CMKB-6D9K	Mk 9,16,23,30/6; 7/7	Sa	10:00a - 1:00p
CVBB-13C9K	Mk 9/4 to 21/5	Mo,We	7:00p-10:00p				2:00p - 5:00p
*CVBB-53C13E	Ct 13/4 to 25/5 (Eng)	Fr,We	7:00p-10:00p	CMKB-25C12K	Mk 12/6 to 13/7	Tu,Fr	7:00p-10:00p
CVBB-6D14K	Mk 14/4 to 26/5	Sa	10:00a - 1:00p	*CMKB-24C26E	Ct 26/6 to 26/7 (Eng)	Tu,Th	7:00p-10:00p
	14/4 to 19/5	Sa	2:00p - 5:00p	CMKB-25C3C	Ct 3/7 to 3/8	Tu,Fr	7:00p-10:00p
CVBB-42C3C	Ct 3/5 to 19/6	Th,Tu	7:00p-10:00p	*CMKB-6D34E	Ct 14/7 to 11/8 (Eng)	Sa	10:00a - 1:00p
CVBB-6D19C1	Ct 19/5 to 30/6	Sa	10:00a - 1:00p				2:00p - 5:00p
	19,26/5; 2,9,16,23/6	Sa	2:00p - 5:00p	CMKB-6D33K	Mk 21,28/7; 4,11,18/8	Sa	10:00a - 1:00p
*CVBB-6D64E	Ct 2/6 to 14/7 (Eng)	Sa	10:00a - 1:00p				2:00p - 5:00p
	2/6 to 7/7 (Eng)	Sa	2:00p - 5:00p	CMKB-13C30K	Mk 30/7 to 29/8	Mo,We	7:00p-10:00p
*CVBB-24C12E	Ct 12/6 to 24/7 (Eng)	Tu,Th	7:00p-10:00p	CMKB-13C33C	Ct 3/9 to 10/10	Mo,We	7:00p-10:00p
CVBB-41C12K	Mk 12/7 to 23/8	Th,Mo	7:00p-10:00p	18. Solving Common PC Problems			
*CVBB-6D74E	Ct 4/8 to 15/9 (Eng)	Sa	10:00a - 1:00p	<i>\$960, 1 day</i>			
	4/8 to 8/9 (Eng)	Sa	2:00p - 5:00p	ESP0-18011C	Ct 22/1	Mo	9:30a-12:30p
16. Database Management with Microsoft Access (CEF Approved)							2:00p - 5:00p
<i>\$2925 x 2 monthly instalments (total \$5850, \$1170 after 80% CEF reimbursement), 30 hours in 10 sessions, 2 sessions per week</i>				ESP0-18031K	Mk 29/3	Th	9:30a-12:30p
*CIMB-25C2E	Ct 2/1 to 2/2 (Eng)	Tu,Fr	7:00p-10:00p				2:00p - 5:00p
CIMB-25C23C	Ct 23/1 to 27/2	Tu,Fr	7:00p-10:00p	ESP0-18051C	Ct 7/5	Mo	9:30a-12:30p
CIMB-6D3K	Mk 3,10,17,24/3; 7/4	Sa	10:00a - 1:00p				2:00p - 5:00p
			2:00p - 5:00p	ESP0-18071K	Mk 27/7	Fr	9:30a-12:30p
*CIMB-13C55E	Ct 5/3 to 9/4 (Eng)	Mo,We	7:00p-10:00p				2:00p - 5:00p
CIMB-13C5K	Mk 5/3 to 9/4	Mo,We	7:00p-10:00p	ESP0-18091C	Ct 13/9	Th	9:30a-12:30p
*CIMB-6D50E	Ct 10/3 to 28/4 (Eng)	Sa	10:00a - 1:00p				2:00p - 5:00p
			2:00p - 5:00p	ESP0-18111K	Mk 26/11	Mo	9:30a-12:30p
CIMB-24C24C	Ct 24/4 to 31/5	Tu,Th	7:00p-10:00p				2:00p - 5:00p
*CIMB-42C3E	Ct 3/5 to 7/6 (Eng)	Th,Tu	7:00p-10:00p	19. Workshop on Networking Fundamentals			
CIMB-6D34K	Mk 5,12,19,26/5; 2/6	Sa	10:00a - 1:00p	<i>\$2460, 2 days</i>			
			2:00p - 5:00p	EN01-18021C	Ct 27,28/2	Tu,We	9:30a-12:30p
*CIMB-6D2CE	Ct 2,9,16,23,30/6 (Eng)	Sa	10:00a - 1:00p				2:00p - 5:00p
			2:00p - 5:00p	EN01-18041K	Mk 26,27/4	Th,Fr	9:30a-12:30p
CIMB-35C13K	Mk 13/6 to 13/7	We,Fr	7:00p-10:00p				2:00p - 5:00p
CIMB-6D7C	Ct 7,14,21,28/7; 4/8	Sa	10:00a - 1:00p	EN01-18061C	Ct 7,8/6	Th,Fr	9:30a-12:30p
			2:00p - 5:00p				2:00p - 5:00p
*CIMB-35C11E	Ct 11/7 to 10/8 (Eng)	We,Fr	7:00p-10:00p	EN01-18081K	Mk 28,29/8	Tu,We	9:30a-12:30p
CIMB-25C24C	Ct 24/7 to 24/8	Tu,Fr	7:00p-10:00p				2:00p - 5:00p
			2:00p - 5:00p	EN01-18101C	Ct 2,3/10	Tu,We	9:30a-12:30p
			2:00p - 5:00p				2:00p - 5:00p

<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>	<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>
EN01-18121K	Mk 3,4/12	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	EFRM-18051C	Ct 15/5	Tu	9:30a-12:30p 2:00p- 5:00p
20. Microsoft Outlook 2013				EFRM-18071K	Mk 16/7	Mo	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day</i>				EFRM-18091C	Ct 26/9	We	9:30a-12:30p 2:00p- 5:00p
NO13-17121C	Ct 28/12	Th	9:30a-12:30p 2:00p- 5:00p	EFRM-18111K	Mk 12/11	Mo	9:30a-12:30p 2:00p- 5:00p
NO13-18021C	Ct 9/2	Fr	9:30a-12:30p 2:00p- 5:00p	24. Tips and Tricks in Word, Excel and PowerPoint 2010/2007			
NO13-18041K	Mk 23/4	Mo	9:30a-12:30p 2:00p- 5:00p	<i>\$960, 1 day</i>			
NO13-18061C	Ct 13/6	We	9:30a-12:30p 2:00p- 5:00p	OFT0-18011K	Mk 16/1	Tu	9:30a-12:30p 2:00p- 5:00p
NO13-18081K	Mk 3/8	Fr	9:30a-12:30p 2:00p- 5:00p	OFT0-18021K	Mk 13/2	Tu	9:30a-12:30p 2:00p- 5:00p
21. Microsoft Windows 10				OFT0-18031C	Ct 22/3	Th	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day or 2 evenings</i>				OFT0-18041K	Mk 30/4	Mo	9:30a-12:30p 2:00p- 5:00p
WN10-18011K	Mk 4/1	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18051K	Mk 14/5	Mo	9:30a-12:30p 2:00p- 5:00p
WN10-18021C	Ct 6/2	Tu	9:30a-12:30p 2:00p- 5:00p	OFT0-18061C	Ct 19/6	Tu	9:30a-12:30p 2:00p- 5:00p
WN10-18031K	Mk 22/3	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18071K	Mk 31/7	Tu	9:30a-12:30p 2:00p- 5:00p
WN10-18041K	Mk 4/4	We	9:30a-12:30p 2:00p- 5:00p	OFT0-18081K	Mk 22/8	We	9:30a-12:30p 2:00p- 5:00p
WN10-18051C	Ct 17/5	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18091C	Ct 18/9	Tu	9:30a-12:30p 2:00p- 5:00p
WN10-18061K	Mk 6/6	We	9:30a-12:30p 2:00p- 5:00p	OFT0-18101K	Mk 9/10	Tu	9:30a-12:30p 2:00p- 5:00p
WN10-18071K	Mk 12/7	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18111K	Mk 28/11	We	9:30a-12:30p 2:00p- 5:00p
WN10-18081C	Ct 8/8	We	9:30a-12:30p 2:00p- 5:00p	25. Collaboration between Word, Excel and PowerPoint 2010/2007			
WN10-18091K	Mk 4/9	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$960, 1 day</i>			
WN10-18101K	Mk 10/10	We	9:30a-12:30p 2:00p- 5:00p	CWEP-18011K	Mk 3/1	We	9:30a-12:30p 2:00p- 5:00p
WN10-18111C	Ct 14/11	We	9:30a-12:30p 2:00p- 5:00p	CWEP-18021C	Ct 23/2	Fr	9:30a-12:30p 2:00p- 5:00p
22. Mastering Acrobat 11 Professional				CWEP-18031K	Mk 15/3	Th	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day</i>				CWEP-18041C	Ct 4/4	We	9:30a-12:30p 2:00p- 5:00p
EAB6-18011C	Ct 8/1	Mo	9:30a-12:30p 2:00p- 5:00p	CWEP-18051K	Mk 9/5	We	9:30a-12:30p 2:00p- 5:00p
EAB6-18021K	Mk 20/2	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-18061C	Ct 20/6	We	9:30a-12:30p 2:00p- 5:00p
EAB6-18031C	Ct 27/3	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-18071K	Mk 17/7	Tu	9:30a-12:30p 2:00p- 5:00p
EAB6-18041K	Mk 25/4	We	9:30a-12:30p 2:00p- 5:00p	CWEP-18081C	Ct 28/8	Tu	9:30a-12:30p 2:00p- 5:00p
EAB6-18051C	Ct 17/5	Th	9:30a-12:30p 2:00p- 5:00p	CWEP-18091K	Mk 11/9	Tu	9:30a-12:30p 2:00p- 5:00p
EAB6-18061K	Mk 15/6	Fr	9:30a-12:30p 2:00p- 5:00p	CWEP-18101C	Ct 23/10	Tu	9:30a-12:30p 2:00p- 5:00p
EAB6-18071C	Ct 13/7	Fr	9:30a-12:30p 2:00p- 5:00p	CWEP-18111K	Mk 21/11	We	9:30a-12:30p 2:00p- 5:00p
EAB6-18081K	Mk 20/8	Mo	9:30a-12:30p 2:00p- 5:00p	26. Microsoft Word 2016 for Beginners			
EAB6-18091C	Ct 17/9	Mo	9:30a-12:30p 2:00p- 5:00p	<i>\$960, 1 day or 2 evenings</i>			
EAB6-18101K	Mk 22/10	Mo	9:30a-12:30p 2:00p- 5:00p	WD6I-45C32C	Ct 19,21/12	Tu,Th	7:00p-10:00p
EAB6-18111C	Ct 15/11	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-6A30K	Mk 30/12; 6/1	Sa	10:00a- 1:00p
23. Creating E-Forms with Microsoft Word, Excel 2010/2007 and Adobe Acrobat 9				WD6I-6A13C	Ct 13,20/1	Sa	10:00a- 1:00p
<i>\$960, 1 day</i>				WD6I-6A3C	Ct 3,10/2	Sa	10:00a- 1:00p
EFRM-18011C	Ct 18/1	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-23C13K	Mk 13,14/2	Tu,We	7:00p-10:00p
EFRM-18031K	Mk 8/3	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-13C19C	Ct 19,21/3	Mo,We	7:00p-10:00p
				WD6I-24C27K	Mk 27,29/3	Tu,Th	7:00p-10:00p
				WD6I-6A5C	Ct 5,12/5	Sa	10:00a- 1:00p
				WD6I-13C14K	Mk 14,16/5	Mo,We	7:00p-10:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
WD61-45C33C	Ct 21,22/6	Th,Fr	7:00p-10:00p				2:00p- 5:00p
WD61-6A32K	Mk 30/6; 7/7	Sa	10:00a- 1:00p	WD3A-6D24C	Ct 24/2	Sa	10:00a- 1:00p
WD61-6A28C	Ct 28/7; 4/8	Sa	10:00a- 1:00p				2:00p- 5:00p
WD61-24C7K	Mk 7,9/8	Tu,Th	7:00p-10:00p	WD3A-18031K	Mk 14/3	We	9:30a-12:30p
WD61-12C32C	Ct 10,11/9	Mo,Tu	7:00p-10:00p				2:00p- 5:00p
WD61-6A22K	Mk 22,29/9	Sa	10:00a- 1:00p	WD3A-45C22K	Mk 22,23/3	Th,Fr	7:00p-10:00p
27. Microsoft Word 2016 for Advanced Users				WD3A-12C32C	Ct 9,10/4	Mo,Tu	7:00p-10:00p
<i>\$960, 1 day or 2 evenings</i>				WD3A-18041C	Ct 27/4	Fr	9:30a-12:30p
WD6A-6A30K	Mk 30/12; 6/1	Sa	10:00a- 1:00p				2:00p- 5:00p
WD6A-6A13C	Ct 13,20/1	Sa	10:00a- 1:00p	WD3A-6A12K	Mk 12,19/5	Sa	10:00a- 1:00p
WD6A-12C12K	Mk 12,13/2	Mo,Tu	7:00p-10:00p	WD3A-18051C	Ct 16/5	We	9:30a-12:30p
WD6A-35C28C	Ct 28/2; 2/3	We,Fr	7:00p-10:00p				2:00p- 5:00p
WD6A-6D24K	Mk 24/3	Sa	10:00a- 1:00p	WD3A-6A34C	Ct 26/5; 2/6	Sa	10:00a- 1:00p
			2:00p- 5:00p	WD3A-18061K	Mk 15/6	Fr	9:30a-12:30p
WD6A-6A32C	Ct 14,21/4	Sa	10:00a- 1:00p				2:00p- 5:00p
WD6A-45C10K	Mk 10,11/5	Th,Fr	7:00p-10:00p	WD3A-45C32K	Mk 28,29/6	Th,Fr	7:00p-10:00p
WD6A-24C29C	Ct 29,31/5	Tu,Th	7:00p-10:00p	WD3A-18071C	Ct 3/7	Tu	9:30a-12:30p
WD6A-6A33K	Mk 23,30/6	Sa	10:00a- 1:00p				2:00p- 5:00p
WD6A-6A33C	Ct 14,21/7	Sa	10:00a- 1:00p	WD3A-35C11C	Ct 11,13/7	We,Fr	7:00p-10:00p
WD6A-13C30K	Mk 30/7; 1/8	Mo,We	7:00p-10:00p	WD3A-18081C	Ct 9/8	Th	9:30a-12:30p
WD6A-12C27C	Ct 27,28/8	Mo,Tu	7:00p-10:00p				2:00p- 5:00p
WD6A-6A15K	Mk 15,22/9	Sa	10:00a- 1:00p	WD3A-6A36K	Mk 11,18/8	Sa	10:00a- 1:00p
28. Microsoft Word 2013 for Beginners				WD3A-6A25C	Ct 25/8; 1/9	Sa	10:00a- 1:00p
<i>\$960, 1 day or 2 evenings</i>				WD3A-18091K	Mk 11/9	Tu	9:30a-12:30p
WD31-6A6C	Ct 6,13/1	Sa	10:00a- 1:00p				2:00p- 5:00p
WD31-18011K	Mk 23/1	Tu	9:30a-12:30p	WD3A-35C26K	Mk 26,28/9	We,Fr	7:00p-10:00p
			2:00p- 5:00p	WD3A-18101C	Ct 19/10	Fr	9:30a-12:30p
WD31-35C24K	Mk 24,26/1	We,Fr	7:00p-10:00p				2:00p- 5:00p
WD31-18021C	Ct 7/2	We	9:30a-12:30p	WD3A-18111C	Ct 16/11	Fr	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
WD31-24C20C	Ct 20,22/2	Tu,Th	7:00p-10:00p	30. Microsoft Word 2010/2007 for Beginners			
WD31-18031C	Ct 6/3	Tu	9:30a-12:30p	<i>\$960, 1 day or 2 evenings</i>			
			2:00p- 5:00p	WR01-18011C	Ct 4/1	Th	9:30a-12:30p
WD31-6A33K	Mk 10,17/3	Sa	10:00a- 1:00p				2:00p- 5:00p
WD31-6A5C	Ct 7,14/4	Sa	10:00a- 1:00p	WR01-18021K	Mk 22/2	Th	9:30a-12:30p
WD31-18041K	Mk 10/4	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	WR01-18031K	Mk 16/3	Fr	9:30a-12:30p
WD31-14C23K	Mk 23,26/4	Mo,Th	7:00p-10:00p				2:00p- 5:00p
WD31-18051C	Ct 4/5	Fr	9:30a-12:30p	WR01-18041C	Ct 12/4	Th	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
WD31-35C23C	Ct 23,25/5	We,Fr	7:00p-10:00p	WR01-18051K	Mk 21/5	Mo	9:30a-12:30p
WD31-18061C	Ct 4/6	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	WR01-18061K	Mk 8/6	Fr	9:30a-12:30p
WD31-6A34K	Mk 9,16/6	Sa	10:00a- 1:00p				2:00p- 5:00p
WD31-12C25C	Ct 25,26/6	Mo,Tu	7:00p-10:00p	WR01-18071C	Ct 23/7	Mo	9:30a-12:30p
WD31-18071K	Mk 10/7	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	WR01-18081K	Mk 24/8	Fr	9:30a-12:30p
WD31-13C23K	Mk 23,25/7	Mo,We	7:00p-10:00p				2:00p- 5:00p
WD31-6A35C	Ct 11,18/8	Sa	10:00a- 1:00p	WR01-18091K	Mk 10/9	Mo	9:30a-12:30p
WD31-18081C	Ct 14/8	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	WR01-18101C	Ct 22/10	Mo	9:30a-12:30p
WD31-18091C	Ct 6/9	Th	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	WR01-18111K	Mk 1/11	Th	9:30a-12:30p
WD31-6A8K	Mk 8,15/9	Sa	10:00a- 1:00p				2:00p- 5:00p
WD31-35C26C	Ct 26,28/9	We,Fr	7:00p-10:00p	WR01-18121K	Mk 5/12	We	9:30a-12:30p
WD31-18101K	Mk 2/10	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	31. Microsoft Word 2010 /2007 for Advanced Users			
WD31-18111C	Ct 7/11	We	9:30a-12:30p	<i>\$960, 1 day or 2 evenings</i>			
			2:00p- 5:00p	WW0A-17121C	Ct 29/12	Fr	9:30a-12:30p
29. Microsoft Word 2013 for Advanced Users							2:00p- 5:00p
<i>\$960, 1 day or 2 evenings</i>				WW0A-6A30K	Mk 30/12; 6/1	Sa	10:00a- 1:00p
WD3A-17121K	Mk 27/12	We	9:30a-12:30p	WW0A-18011K	Mk 17/1	We	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
WD3A-45C28K	Mk 28,29/12	Th,Fr	7:00p-10:00p	WW0A-18021K	Mk 27/2	Tu	9:30a-12:30p
WD3A-45C11C	Ct 11,12/1	Th,Fr	7:00p-10:00p				2:00p- 5:00p
WD3A-18011C	Ct 30/1	Tu	9:30a-12:30p	WW0A-18031C	Ct 28/3	We	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
WD3A-6D10K	Mk 10/2	Sa	10:00a- 1:00p	WW0A-18041K	Mk 24/4	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
WD3A-18021C	Ct 15/2	Th	9:30a-12:30p	WW0A-18051K	Mk 30/5	We	9:30a-12:30p
							2:00p- 5:00p

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time
WW0A-18061C	Ct	19/6	Tu	9:30a-12:30p 2:00p- 5:00p	35. PowerPivot for Microsoft Excel 2010 <i>\$1380, 1 day or 2 evenings</i>				
WW0A-18071K	Mk	30/7	Mo	9:30a-12:30p 2:00p- 5:00p	PP10-24C16K	Mk	16,18/1	Tu,Th	7:00p-10:00p
WW0A-18081K	Mk	27/8	Mo	9:30a-12:30p 2:00p- 5:00p	PP10-6A27C	Ct	27/1; 3/2	Sa	10:00a- 1:00p
WW0A-18091C	Ct	28/9	Fr	9:30a-12:30p 2:00p- 5:00p	PP10-35C21C	Ct	21,23/2	We,Fr	7:00p-10:00p
WW0A-18101K	Mk	31/10	We	9:30a-12:30p 2:00p- 5:00p	PP10-6A17K	Mk	17,24/3	Sa	10:00a- 1:00p
WW0A-18111K	Mk	27/11	Tu	9:30a-12:30p 2:00p- 5:00p	PP10-6A7C	Ct	7,14/4	Sa	10:00a- 1:00p
32. Powerful Techniques in Using Microsoft Word 2010/2007 <i>\$960, 1 day</i>					PP10-45C3K	Mk	3,4/5	Th,Fr	7:00p-10:00p
PTU0-18011K	Mk	11/1	Th	9:30a-12:30p 2:00p- 5:00p	PP10-12C28C	Ct	28,29/5	Mo,Tu	7:00p-10:00p
PTU0-18021K	Mk	14/2	We	9:30a-12:30p 2:00p- 5:00p	PP10-24C19K	Mk	19,21/6	Tu,Th	7:00p-10:00p
PTU0-18031K	Mk	1/3	Th	9:30a-12:30p 2:00p- 5:00p	PP10-6A14C	Ct	14,21/7	Sa	10:00a- 1:00p
PTU0-18041C	Ct	30/4	Mo	9:30a-12:30p 2:00p- 5:00p	PP10-6A4K	Mk	4,11/8	Sa	10:00a- 1:00p
PTU0-18051K	Mk	15/5	Tu	9:30a-12:30p 2:00p- 5:00p	PP10-51C31C	Ct	31/8; 3/9	Fr,Mo	7:00p-10:00p
PTU0-18061K	Mk	1/6	Fr	9:30a-12:30p 2:00p- 5:00p	PP10-45C32K	Mk	20,21/9	Th,Fr	7:00p-10:00p
PTU0-18071K	Mk	18/7	We	9:30a-12:30p 2:00p- 5:00p	36. Mastering Excel 2016 Pivot Tables <i>\$960, 1 day or 2 evenings</i>				
PTU0-18081C	Ct	3/8	Fr	9:30a-12:30p 2:00p- 5:00p	MPT6-45C4C	Ct	4,5/1	Th,Fr	7:00p-10:00p
PTU0-18091K	Mk	12/9	We	9:30a-12:30p 2:00p- 5:00p	MPT6-51C19K	Mk	19,22/1	Fr,Mo	7:00p-10:00p
PTU0-18101K	Mk	9/10	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-6D27C	Ct	27/1	Sa	10:00a- 1:00p 2:00p- 5:00p
PTU0-18111K	Mk	20/11	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-24C20C	Ct	20,22/2	Tu,Th	7:00p-10:00p
33. Chinese Input Method - Changjie (中文輸入法-倉頡) <i>\$960, 1 day or 2 evenings</i>					MPT6-6A3K	Mk	3,10/3	Sa	10:00a- 1:00p
m*IC01-GGO57A	Ct	15/12 (Eng)	Fr	9:00a-12:30p 2:00p- 5:30p	MPT6-51C32C	Ct	6,9/4	Fr,Mo	7:00p-10:00p
IC01-18011K	Mk	19/1	Fr	9:30a-12:30p 2:00p- 5:00p	MPT6-24C17K	Mk	17,19/4	Tu,Th	7:00p-10:00p
IC01-18021C	Ct	21/2	We	9:30a-12:30p 2:00p- 5:00p	MPT6-6A19C	Ct	19,26/5	Sa	10:00a- 1:00p
IC01-18031K	Mk	26/3	Mo	9:30a-12:30p 2:00p- 5:00p	MPT6-6A2K	Mk	2,9/6	Sa	10:00a- 1:00p
IC01-18041C	Ct	25/4	We	9:30a-12:30p 2:00p- 5:00p	MPT6-45C5C	Ct	5,6/7	Th,Fr	7:00p-10:00p
IC01-18051K	Mk	10/5	Th	9:30a-12:30p 2:00p-12:30p	MPT6-13C16K	Mk	16,18/7	Mo,We	7:00p-10:00p
IC01-18061C	Ct	29/6	Fr	9:30a-12:30p 2:00p- 5:00p	MPT6-6A33C	Ct	18,25/8	Sa	10:00a- 1:00p
IC01-18071K	Mk	18/7	We	9:30a-12:30p 2:00p- 5:00p	MPT6-45C30K	Mk	30,31/8	Th,Fr	7:00p-10:00p
IC01-18081C	Ct	16/8	Th	9:30a-12:30p 2:00p- 5:00p	37. Mastering Excel 2013 Pivot Tables <i>\$960, 1 day or 2 evenings</i>				
IC01-18091K	Mk	13/9	Th	9:30a-12:30p 2:00p- 5:00p	MPT3-6A32C	Ct	6,13/1	Sa	10:00a- 1:00p
IC01-18101C	Ct	10/10	We	9:30a-12:30p 2:00p- 5:00p	MPT3-6A6K	Mk	6,13/1	Sa	10:00a- 1:00p
IC01-18111K	Mk	30/11	Fr	9:30a-12:30p 2:00p- 5:00p	MPT3-18011C	Ct	25/1	Th	9:30a-12:30p 2:00p- 5:00p
34. Chinese Input Method - Quick (中文輸入法-速成) <i>\$960, 1 day</i>					MPT3-12C12C	Ct	12,13/2	Mo,Tu	7:00p-10:00p
IQ01-18031K	Mk	7/3	We	9:30a-12:30p 2:00p- 5:00p	MPT3-35C21K	Mk	21,23/2	We,Fr	7:00p-10:00p
IQ01-18061C	Ct	20/6	We	9:30a-12:30p 2:00p- 5:00p	MPT3-18021C	Ct	22/2	Th	9:30a-12:30p 2:00p- 5:00p
IQ01-18091K	Mk	3/9	Mo	9:30a-12:30p 2:00p- 5:00p	MPT3-18031K	Mk	16/3	Fr	9:30a-12:30p 2:00p- 5:00p
					MPT3-6D24C	Ct	24/3	Sa	10:00a- 1:00p 2:00p- 5:00p
					MPT3-6A36K	Mk	7,14/4	Sa	10:00a- 1:00p
					MPT3-18041C	Ct	23/4	Mo	9:30a-12:30p 2:00p- 5:00p
					MPT3-45C10C	Ct	10,11/5	Th,Fr	7:00p-10:00p
					MPT3-35C23K	Mk	23,25/5	We,Fr	7:00p-10:00p
					MPT3-18051C	Ct	29/5	Tu	9:30a-12:30p 2:00p- 5:00p
					MPT3-6A33C	Ct	23,30/6	Sa	10:00a- 1:00p
					MPT3-18061K	Mk	27/6	We	9:30a-12:30p 2:00p- 5:00p
					MPT3-45C5C	Ct	5,6/7	Th,Fr	7:00p-10:00p
					MPT3-6A37K	Mk	7,14/7	Sa	10:00a- 1:00p
					MPT3-18071C	Ct	30/7	Mo	9:30a-12:30p 2:00p- 5:00p
					MPT3-13C20C	Ct	20,22/8	Mo,We	7:00p-10:00p
					MPT3-24C32K	Mk	21,23/8	Tu,Th	7:00p-10:00p
					MPT3-18081C	Ct	23/8	Th	9:30a-12:30p 2:00p- 5:00p
					MPT3-18091K	Mk	28/9	Fr	9:30a-12:30p 2:00p- 5:00p
					MPT3-18101C	Ct	8/10	Mo	9:30a-12:30p 2:00p- 5:00p
					MPT3-18111C	Ct	21/11	We	9:30a-12:30p 2:00p- 5:00p

<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>	<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>
38. Mastering Excel 2010/2007 Pivot Tables				40. Using Excel 2010/2007 Functions Effectively			
<i>\$960, 1 day or 2 evenings</i>				<i>\$960, 1 day or 2 evenings</i>			
MPT0-35C27K	Mk 27,29/12	We,Fr	7:00p-10:00p	SEF0-17121K	Mk 11/12	Mo	9:30a-12:30p
MPT0-18011K	Mk 8/1	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18011K	Mk 9/1	Tu	9:30a-12:30p
MPT0-18021K	Mk 6/2	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18021C	Ct 22/2	Th	9:30a-12:30p
MPT0-18031C	Ct 2/3	Fr	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18031K	Mk 6/3	Tu	9:30a-12:30p
MPT0-18041K	Mk 9/4	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18041C	Ct 13/4	Fr	9:30a-12:30p
MPT0-18051K	Mk 17/5	Th	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18051K	Mk 31/5	Th	9:30a-12:30p
MPT0-18061C	Ct 14/6	Th	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18061C	Ct 6/6	We	9:30a-12:30p
MPT0-18071K	Mk 9/7	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18071K	Mk 6/7	Fr	9:30a-12:30p
MPT0-18081K	Mk 8/8	We	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18081C	Ct 10/8	Fr	9:30a-12:30p
MPT0-18091C	Ct 13/9	Th	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18091K	Mk 20/9	Th	9:30a-12:30p
MPT0-18101K	Mk 26/10	Fr	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18101C	Ct 3/10	We	9:30a-12:30p
MPT0-18111K	Mk 5/11	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	SEF0-18111K	Mk 7/11	We	9:30a-12:30p
MPT0-18121C	Ct 5/12	We	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	41. Using Excel 2010 Formulas and Functions in Business Analysis			
39. Using Excel 2013 Functions Effectively				<i>\$960, 1 day or 2 evenings</i>			
<i>\$960, 1 day or 2 evenings</i>				<i>\$960, 1 day or 2 evenings</i>			
SEF3-45C4K	Mk 4,5/1	Th,Fr	7:00p-10:00p	XL0F-45C21K	Mk 21,28/12	Th	7:00p-10:00p
SEF3-6A13C	Ct 13,20/1	Sa	10:00a- 1:00p	XL0F-6A6C	Ct 6,13/1	Sa	10:00a- 1:00p
SEF3-18011C	Ct 19/1	Fr	9:30a-12:30p	XL0F-6A3K	Mk 3,10/2	Sa	10:00a- 1:00p
			2:00p- 5:00p	XL0F-24C20C	Ct 20,22/2	Tu,Th	7:00p-10:00p
SEF3-13C32C	Ct 5,7/2	Mo,We	7:00p-10:00p	XL0F-12C19K	Mk 19,20/3	Mo,Tu	7:00p-10:00p
SEF3-18021K	Mk 8/2	Th	9:30a-12:30p	XL0F-35C11C	Ct 11,13/4	We,Fr	7:00p-10:00p
			2:00p- 5:00p	XL0F-6A5K	Mk 5,12/5	Sa	10:00a- 1:00p
SEF3-6D10K	Mk 10/2	Sa	10:00a- 1:00p	XL0F-6A26C	Ct 26/5; 2/6	Sa	10:00a- 1:00p
			2:00p- 5:00p	XL0F-45C32K	Mk 21,22/6	Th,Fr	7:00p-10:00p
SEF3-24C6K	Mk 6,8/3	Tu,Th	7:00p-10:00p	XL0F-35C32C	Ct 11,13/7	We,Fr	7:00p-10:00p
SEF3-6A17C	Ct 17,24/3	Sa	10:00a- 1:00p	XL0F-6A34C	Ct 25/8; 1/9	Sa	10:00a- 1:00p
SEF3-18031C	Ct 22/3	Th	9:30a-12:30p	42. Data Analysis with Microsoft Excel 2016			
			2:00p- 5:00p	<i>\$960, 1 day or 2 evenings</i>			
SEF3-13C32K	Mk 23,25/4	Mo,We	7:00p-10:00p	DAS6-6A6K	Mk 6,13/1	Sa	10:00a- 1:00p
SEF3-18041K	Mk 23/4	Mo	9:30a-12:30p	DAS6-13C8C	Ct 8,10/1	Mo,We	7:00p-10:00p
			2:00p- 5:00p	DAS6-45C22K	Mk 22,23/2	Th,Fr	7:00p-10:00p
SEF3-45C3C	Ct 3,4/5	Th,Fr	7:00p-10:00p	DAS6-6A24C	Ct 24/2; 3/3	Sa	10:00a- 1:00p
SEF3-18051C	Ct 10/5	Th	9:30a-12:30p	DAS6-34C28K	Mk 28,29/3	We,Th	7:00p-10:00p
			2:00p- 5:00p	DAS6-24C10C	Ct 10,12/4	Tu,Th	7:00p-10:00p
SEF3-6A33K	Mk 9,16/6	Sa	10:00a- 1:00p	DAS6-6A12K	Mk 12,19/5	Sa	10:00a- 1:00p
SEF3-6A16C	Ct 16,23/6	Sa	10:00a- 1:00p	DAS6-6A32C	Ct 26/5; 2/6	Sa	10:00a- 1:00p
SEF3-35C27K	Mk 27,29/6	We,Fr	7:00p-10:00p	DAS6-13C25K	Mk 25,27/6	Mo,We	7:00p-10:00p
SEF3-18061K	Mk 28/6	Th	9:30a-12:30p	43. Data Analysis with Microsoft Excel 2013			
			2:00p- 5:00p	<i>\$960, 1 day or 2 evenings</i>			
SEF3-18071C	Ct 24/7	Tu	9:30a-12:30p	DAS3-13C18C	Ct 18,20/12	Mo,We	7:00p-10:00p
			2:00p- 5:00p	DAS3-17121K	Mk 21/12	Th	9:30a-12:30p
SEF3-51C27C	Ct 27,30/7	Fr,Mo	7:00p-10:00p				2:00p- 5:00p
SEF3-12C6K	Mk 6,7/8	Mo,Tu	7:00p-10:00p	DAS3-45C28K	Mk 28,29/12	Th,Fr	7:00p-10:00p
SEF3-6A34K	Mk 11,18/8	Sa	10:00a- 1:00p	DAS3-18011K	Mk 18/1	Th	9:30a-12:30p
SEF3-18081K	Mk 21/8	Tu	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	DAS3-18021C	Ct 2/2	Fr	9:30a-12:30p
SEF3-18091C	Ct 3/9	Mo	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	DAS3-12C5C	Ct 5,6/2	Mo,Tu	7:00p-10:00p
SEF3-6A8C	Ct 8,15/9	Sa	10:00a- 1:00p	DAS3-23C13K	Mk 13,14/2	Tu,We	7:00p-10:00p
SEF3-6A22K	Mk 22,29/9	Sa	10:00a- 1:00p	DAS3-6A17C	Ct 17,24/3	Sa	10:00a- 1:00p
SEF3-45C27K	Mk 27,28/9	Th,Fr	7:00p-10:00p	DAS3-13C19K	Mk 19,21/3	Mo,We	7:00p-10:00p
SEF3-18101K	Mk 12/10	Fr	9:30a-12:30p	DAS3-18031K	Mk 27/3	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
SEF3-18111C	Ct 29/11	Th	9:30a-12:30p	DAS3-18041C	Ct 10/4	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
DAS3-35C2C	Ct 2,4/5	We,Fr	7:00p-10:00p	PET0-18041C	Ct 9/4	Mo	2:00p- 5:00p 9:30a-12:30p
DAS3-6A5K	Mk 5,12/5	Sa	10:00a- 1:00p				2:00p- 5:00p
DAS3-18051K	Mk 24/5	Th	9:30a-12:30p	PET0-6A14C	Ct 14,21/4	Sa	10:00a- 1:00p
			2:00p- 5:00p	PET0-6A5K	Mk 5,12/5	Sa	10:00a- 1:00p
DAS3-24C32C	Ct 19,21/6	Tu,Th	7:00p-10:00p	PET0-18051K	Mk 21/5	Mo	9:30a-12:30p
DAS3-35C20K	Mk 20,22/6	We,Fr	7:00p-10:00p				2:00p- 5:00p
DAS3-18061C	Ct 26/6	Tu	9:30a-12:30p	PET0-12C4C	Ct 4,5/6	Mo,Tu	7:00p-10:00p
			2:00p- 5:00p	PET0-24C19K	Mk 19,21/6	Tu,Th	7:00p-10:00p
DAS3-18071K	Mk 26/7	Th	9:30a-12:30p	PET0-18061K	Mk 21/6	Th	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DAS3-18081C	Ct 28/8	Tu	9:30a-12:30p	PET0-18071C	Ct 16/7	Mo	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DAS3-18091K	Mk 19/9	We	9:30a-12:30p	PET0-51C20C	Ct 20,23/7	Fr,Mo	7:00p-10:00p
			2:00p- 5:00p	PET0-12C6K	Mk 6,7/8	Mo,Tu	7:00p-10:00p
DAS3-18101C	Ct 31/10	We	9:30a-12:30p	PET0-18081C	Ct 7/8	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DAS3-18111K	Mk 27/11	Tu	9:30a-12:30p	PET0-18091K	Mk 5/9	We	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DAS3-18121C	Ct 3/12	Mo	9:30a-12:30p	PET0-6A8C	Ct 8,15/9	Sa	10:00a- 1:00p
			2:00p- 5:00p	PET0-45C20K	Mk 20,21/9	Th,Fr	7:00p-10:00p
				PET0-18101K	Mk 31/10	We	9:30a-12:30p
							2:00p- 5:00p
				PET0-18111C	Ct 2/11	Fr	9:30a-12:30p
							2:00p- 5:00p
44. Data Analysis with Microsoft Excel 2010				47. Business Intelligence with Microsoft Excel 2010/2007			
<i>\$960, 1 day or 2 evenings</i>				<i>\$1380, 1 day or 2 evenings</i>			
DAS0-18011C	Ct 8/1	Mo	9:30a-12:30p	X0BI-24C16C	Ct 16,18/1	Tu,Th	7:00p-10:00p
			2:00p- 5:00p	X0BI-13C12K	Mk 12,14/2	Mo,We	7:00p-10:00p
DAS0-18021K	Mk 20/2	Tu	9:30a-12:30p	X0BI-6A17C	Ct 17,24/3	Sa	10:00a- 1:00p
			2:00p- 5:00p	X0BI-6A7K	Mk 7,14/4	Sa	10:00a- 1:00p
DAS0-18031C	Ct 13/3	Tu	9:30a-12:30p	X0BI-51C11C	Ct 11,14/5	Fr,Mo	7:00p-10:00p
			2:00p- 5:00p	X0BI-35C30K	Mk 30/5; 1/6	We,Fr	7:00p-10:00p
DAS0-18041K	Mk 4/4	We	9:30a-12:30p	X0BI-6A30C	Ct 30/6; 7/7	Sa	10:00a- 1:00p
			2:00p- 5:00p	X0BI-6A21K	Mk 21,28/7	Sa	10:00a- 1:00p
DAS0-18051C	Ct 8/5	Tu	9:30a-12:30p	X0BI-13C20C	Ct 20,22/8	Mo,We	7:00p-10:00p
			2:00p- 5:00p	X0BI-35C12K	Mk 12,14/9	We,Fr	7:00p-10:00p
DAS0-18061K	Mk 11/6	Mo	9:30a-12:30p	48. Building Professional Charts with Microsoft Excel 2016			
			2:00p- 5:00p	<i>\$580, half-day</i>			
DAS0-18071C	Ct 11/7	We	9:30a-12:30p	CPC6-18011K	Mk 17/1	We	9:30a-12:30p
			2:00p- 5:00p	CPC6-18031C	Ct 12/3	Mo	9:30a-12:30p
DAS0-18081K	Mk 17/8	Fr	9:30a-12:30p	CPC6-18051K	Mk 23/5	We	9:30a-12:30p
			2:00p- 5:00p	CPC6-18071C	Ct 20/7	Fr	9:30a-12:30p
DAS0-18091C	Ct 10/9	Mo	9:30a-12:30p	CPC6-18091K	Mk 24/9	Mo	9:30a-12:30p
			2:00p- 5:00p	CPC6-18111C	Ct 15/11	Th	9:30a-12:30p
DAS0-18101K	Mk 16/10	Tu	9:30a-12:30p	49. What-if Analysis in Microsoft Excel 2016			
			2:00p- 5:00p	<i>\$960, 1 day or 2 evenings</i>			
DAS0-18111C	Ct 16/11	Fr	9:30a-12:30p	ANA6-12C11C	Ct 11,12/12	Mo,Tu	7:00p-10:00p
			2:00p- 5:00p	ANA6-45C11K	Mk 11,12/1	Th,Fr	7:00p-10:00p
45. Data Management with Microsoft Excel 2010				ANA6-51C9C	Ct 9,12/2	Fr,Mo	7:00p-10:00p
<i>\$960, 1 day or 2 evenings</i>				ANA6-6A17K	Mk 17,24/3	Sa	10:00a- 1:00p
DMM0-6A34C	Ct 13,20/1	Sa	10:00a- 1:00p	ANA6-6D24C	Ct 24/3	Sa	10:00a- 1:00p
							2:00p- 5:00p
DMM0-24C16K	Mk 16,18/1	Tu,Th	7:00p-10:00p	ANA6-51C28K	Mk 27,30/4	Fr,Mo	7:00p-10:00p
DMM0-6A3K	Mk 3,10/3	Sa	10:00a- 1:00p	ANA6-24C8C	Ct 8,10/5	Tu,Th	7:00p-10:00p
DMM0-45C8C	Ct 8,9/3	Th,Fr	7:00p-10:00p	ANA6-24C12K	Mk 12,14/6	Tu,Th	7:00p-10:00p
DMM0-51C20K	Mk 20,23/4	Fr,Mo	7:00p-10:00p	ANA6-6A23C	Ct 23,30/6	Sa	10:00a- 1:00p
DMM0-6A35C	Ct 28/4; 5/5	Sa	10:00a- 1:00p	ANA6-6A21K	Mk 21,28/7	Sa	10:00a- 1:00p
DMM0-6A16K	Mk 16,23/6	Sa	10:00a- 1:00p	ANA6-35C8C	Ct 8,10/8	We,Fr	7:00p-10:00p
DMM0-35C20C	Ct 20,22/6	We,Fr	7:00p-10:00p	ANA6-51C14K	Mk 14,17/9	Fr,Mo	7:00p-10:00p
DMM0-6A36C	Ct 28/7; 4/8	Sa	10:00a- 1:00p	ANA6-6A29C	Ct 29/9; 6/10	Sa	10:00a- 1:00p
DMM0-12C30K	Mk 30,31/7	Mo,Tu	7:00p-10:00p	50. What-if Analysis in Microsoft Excel 2010			
DMM0-24C32C	Ct 11,13/9	Tu,Th	7:00p-10:00p	<i>\$960, 1 day or 2 evenings</i>			
DMM0-45C13K	Mk 13,14/9	Th,Fr	7:00p-10:00p	51. Microsoft Excel 2016 for Beginners			
46. Practical Excel Tips for Office Professionals 2010				<i>\$960, 1 day or 2 evenings</i>			
<i>\$960, 1 day or 2 evenings</i>				SX6I-6D32C	Ct 16/12	Sa	10:00a- 1:00p
PET0-12C32K	Mk 18,19/12	Mo,Tu	7:00p-10:00p				2:00p- 5:00p
PET0-12C8C	Ct 8,9/1	Mo,Tu	7:00p-10:00p				
PET0-18011K	Mk 29/1	Mo	9:30a-12:30p				
			2:00p- 5:00p				
PET0-6A3K	Mk 3,10/2	Sa	10:00a- 1:00p				
PET0-18021K	Mk 9/2	Fr	9:30a-12:30p				
			2:00p- 5:00p				
PET0-51C23C	Ct 23,26/2	Fr,Mo	7:00p-10:00p				
PET0-45C15K	Mk 15,16/3	Th,Fr	7:00p-10:00p				
PET0-18031C	Ct 23/3	Fr	9:30a-12:30p				

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time
SX6I-6A32C	Ct	13,20/1	Sa	10:00a - 1:00p	SX3I-35C20C	Ct	20,22/6	We,Fr	7:00p - 10:00p
SX6I-13C15K	Mk	15,17/1	Mo,We	7:00p - 10:00p	SX3I-35C27K	Mk	27,29/6	We,Fr	7:00p - 10:00p
SX6I-45C18C	Ct	18,19/1	Th,Fr	7:00p - 10:00p	*SX3I-6A50E	Ct	30/6; 7/7 (Eng)	Sa	10:00a - 1:00p
*SX6I-35C24E	Ct	24,26/1 (Eng)	We,Fr	7:00p - 10:00p	SX3I-18071K	Mk	4/7	We	9:30a - 12:30p
*SX6I-6D10E	Ct	10/2 (Eng)	Sa	10:00a - 1:00p					2:00p - 5:00p
				2:00p - 5:00p	SX3I-18081C	Ct	2/8	Th	9:30a - 12:30p
SX6I-6A32K	Mk	24/2; 3/3	Sa	10:00a - 1:00p					2:00p - 5:00p
SX6I-6D3C	Ct	3/3	Sa	10:00a - 1:00p	SX3I-6A4C	Ct	4,11/8	Sa	10:00a - 1:00p
				2:00p - 5:00p	SX3I-24C7K	Mk	7,9/8	Tu,Th	7:00p - 10:00p
*SX6I-13C26E	Ct	26,28/3 (Eng)	Mo,We	7:00p - 10:00p	*SX3I-12C13E	Ct	13,14/8 (Eng)	Mo,Tu	7:00p - 10:00p
SX6I-24C27K	Mk	27,29/3	Tu,Th	7:00p - 10:00p	SX3I-18091K	Mk	12/9	We	9:30a - 12:30p
SX6I-45C19C	Ct	19,20/4	Th,Fr	7:00p - 10:00p					2:00p - 5:00p
SX6I-6A12K	Mk	12,19/5	Sa	10:00a - 1:00p	SX3I-45C20C	Ct	20,21/9	Th,Fr	7:00p - 10:00p
*SX6I-6A33E	Ct	12,19/5 (Eng)	Sa	10:00a - 1:00p	SX3I-6A22K	Mk	22,29/9	Sa	10:00a - 1:00p
SX6I-6A9C	Ct	9,16/6	Sa	10:00a - 1:00p	*SX3I-6A29E	Ct	29/9; 6/10 (Eng)	Sa	10:00a - 1:00p
*SX6I-24C26E	Ct	26,28/6 (Eng)	Tu,Th	7:00p - 10:00p	SX3I-18101C	Ct	4/10	Th	9:30a - 12:30p
SX6I-35C4K	Mk	4,6/7	We,Fr	7:00p - 10:00p					2:00p - 5:00p
SX6I-13C23C	Ct	23,25/7	Mo,We	7:00p - 10:00p	SX3I-18111K	Mk	8/11	Th	9:30a - 12:30p
*SX6I-35C8E	Ct	8,10/8 (Eng)	We,Fr	7:00p - 10:00p					2:00p - 5:00p
SX6I-12C20K	Mk	20,21/8	Mo,Tu	7:00p - 10:00p	SX3I-18121C	Ct	4/12	Tu	9:30a - 12:30p
SX6I-24C11C	Ct	11,13/9	Tu,Th	7:00p - 10:00p					2:00p - 5:00p
*SX6I-6A29E	Ct	29/9; 6/10 (Eng)	Sa	10:00a - 1:00p					
52. Microsoft Excel 2016 for Advanced Users					54. Microsoft Excel 2013 for Advanced Users				
<i>\$960, 1 day or 2 evenings</i>					<i>\$960, 1 day or 2 evenings</i>				
SX6A-13C11C	Ct	11,13/12	Mo,We	7:00p - 10:00p	SX3A-17121C	Ct	12/12	Tu	9:30a - 12:30p
SX6A-6D6C	Ct	6/1	Sa	10:00a - 1:00p					2:00p - 5:00p
				2:00p - 5:00p	SX3A-6A35K	Mk	6,13/1	Sa	10:00a - 1:00p
SX6A-45C11K	Mk	11,12/1	Th,Fr	7:00p - 10:00p	*SX3A-6A20E	Ct	20,27/1 (Eng)	Sa	10:00a - 1:00p
*SX6A-6A20E	Ct	20,27/1 (Eng)	Sa	10:00a - 1:00p	SX3A-6D20C	Ct	20/1	Sa	10:00a - 1:00p
SX6A-12C12C	Ct	12,13/2	Mo,Tu	7:00p - 10:00p					2:00p - 5:00p
SX6A-6D24K	Mk	24/2	Sa	10:00a - 1:00p	SX3A-18011K	Mk	26/1	Fr	9:30a - 12:30p
				2:00p - 5:00p					2:00p - 5:00p
*SX6A-45C1E	Ct	1,2/3 (Eng)	Th,Fr	7:00p - 10:00p	SX3A-12C12K	Mk	12,13/2	Mo,Tu	7:00p - 10:00p
SX6A-6A17C	Ct	17,24/3	Sa	10:00a - 1:00p	SX3A-45C22C	Ct	22,23/2	Th,Fr	7:00p - 10:00p
SX6A-34C28K	Mk	28,29/3	We,Th	7:00p - 10:00p	SX3A-18021C	Ct	27/2	Tu	9:30a - 12:30p
*SX6A-6A21E	Ct	21,28/4 (Eng)	Sa	10:00a - 1:00p					2:00p - 5:00p
SX6A-51C32C	Ct	4,7/5	Fr,Mo	7:00p - 10:00p	*SX3A-45C78E	Ct	8,9/3 (Eng)	Th,Fr	7:00p - 10:00p
SX6A-6A32K	Mk	12,19/5	Sa	10:00a - 1:00p	SX3A-18031K	Mk	13/3	Tu	9:30a - 12:30p
*SX6A-12C11E	Ct	11,12/6 (Eng)	Mo,Tu	7:00p - 10:00p					2:00p - 5:00p
SX6A-35C20C	Ct	20,22/6	We,Fr	7:00p - 10:00p	SX3A-24C20K	Mk	20,22/3	Tu,Th	7:00p - 10:00p
SX6A-45C28K	Mk	28,29/6	Th,Fr	7:00p - 10:00p	SX3A-34C28C	Ct	28,29/3	We,Th	7:00p - 10:00p
*SX6A-35C25E	Ct	25,27/7 (Eng)	We,Fr	7:00p - 10:00p	SX3A-18041C	Ct	13/4	Fr	9:30a - 12:30p
SX6A-6A4C	Ct	4,11/8	Sa	10:00a - 1:00p					2:00p - 5:00p
SX6A-51C10K	Mk	10,13/8	Fr,Mo	7:00p - 10:00p	*SX3A-6A94E	Ct	14,21/4 (Eng)	Sa	10:00a - 1:00p
*SX6A-6A8E	Ct	8,15/9 (Eng)	Sa	10:00a - 1:00p	*SX3A-51C20E	Ct	20,23/4 (Eng)	Fr,Mo	7:00p - 10:00p
SX6A-45C20C	Ct	20,21/9	Th,Fr	7:00p - 10:00p	SX3A-13C30K	Mk	30/4; 3/5	Mo,Th	7:00p - 10:00p
SX6A-6A22K	Mk	22,29/9	Sa	10:00a - 1:00p	SX3A-35C2K	Mk	2,4/5	We,Fr	7:00p - 10:00p
					SX3A-6A12C	Ct	12,19/5	Sa	10:00a - 1:00p
53. Microsoft Excel 2013 for Beginners					SX3A-18051K	Mk	16/5	We	9:30a - 12:30p
<i>\$960, 1 day or 2 evenings</i>									2:00p - 5:00p
SX3I-18011K	Mk	19/1	Fr	9:30a - 12:30p	SX3A-6A19C	Ct	19,26/5	Sa	10:00a - 1:00p
				2:00p - 5:00p	*SX3A-12C82E	Ct	21,28/5 (Eng)	Mo	7:00p - 10:00p
SX3I-24C23C	Ct	23,25/1	Tu,Th	7:00p - 10:00p	*SX3A-6A34E	Ct	2,9/6 (Eng)	Sa	10:00a - 1:00p
SX3I-45C25K	Mk	25,26/1	Th,Fr	7:00p - 10:00p	SX3A-12C11K	Mk	11,12/6	Mo,Tu	7:00p - 10:00p
*SX3I-45C1E	Ct	1,2/2 (Eng)	Th,Fr	7:00p - 10:00p	SX3A-6A36K	Mk	16,23/6	Sa	10:00a - 1:00p
SX3I-18021C	Ct	15/2	Th	9:30a - 12:30p	SX3A-18061C	Ct	25/6	Mo	9:30a - 12:30p
				2:00p - 5:00p					2:00p - 5:00p
SX3I-18031K	Mk	5/3	Mo	9:30a - 12:30p	SX3A-45C32C	Ct	28,29/6	Th,Fr	7:00p - 10:00p
				2:00p - 5:00p	*SX3A-6A39E	Ct	30/6; 7/7 (Eng)	Sa	10:00a - 1:00p
SX3I-35C7K	Mk	7,9/3	We,Fr	7:00p - 10:00p	SX3A-18071K	Mk	19/7	Th	9:30a - 12:30p
SX3I-6A10C	Ct	10,17/3	Sa	10:00a - 1:00p					2:00p - 5:00p
*SX3I-6A84E	Ct	17,24/3 (Eng)	Sa	10:00a - 1:00p	SX3A-45C33K	Mk	26,27/7	Th,Fr	7:00p - 10:00p
SX3I-6D24K	Mk	24/3	Sa	10:00a - 1:00p	SX3A-13C32C	Ct	6,8/8	Mo,We	7:00p - 10:00p
				2:00p - 5:00p	*SX3A-24C32E	Ct	14,16/8 (Eng)	Tu,Th	7:00p - 10:00p
SX3I-18041C	Ct	6/4	Fr	9:30a - 12:30p	SX3A-18081C	Ct	15/8	We	9:30a - 12:30p
				2:00p - 5:00p					2:00p - 5:00p
SX3I-13C30C	Ct	30/4; 2/5	Mo,We	7:00p - 10:00p	SX3A-6A8K	Mk	8,15/9	Sa	10:00a - 1:00p
SX3I-18051K	Mk	3/5	Th	9:30a - 12:30p	SX3A-35C32C	Ct	19,21/9	We,Fr	7:00p - 10:00p
				2:00p - 5:00p	SX3A-18091K	Mk	26/9	We	9:30a - 12:30p
*SX3I-24C8E	Ct	8,10/5 (Eng)	Tu,Th	7:00p - 10:00p					2:00p - 5:00p
SX3I-51C11K	Mk	11,14/5	Fr,Mo	7:00p - 10:00p	*SX3A-45C33E	Ct	27,28/9 (Eng)	Th,Fr	7:00p - 10:00p
SX3I-18061C	Ct	7/6	Th	9:30a - 12:30p					

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time
SX3A-18101C	Ct	24/10	We	9:30a-12:30p 2:00p-5:00p	EEM6-35C33K	Mk	21,23,28/2; 2/3	We,Fr	7:00p-10:00p
SX3A-18111K	Mk	26/11	Mo	9:30a-12:30p 2:00p-5:00p	*EEM6-14C27E	Ct	26/2; 1,5,8/3 (Eng)	Mo,Th	7:00p-10:00p
55. Microsoft Excel 2010 for Beginners					EEM6-13C12C	Ct	12,14,19,21/3	Mo,We	7:00p-10:00p
<i>\$960, 1 day or 2 evenings</i>					EEM6-6D17C	Ct	17,24/3	Sa	10:00a-1:00p 2:00p-5:00p
SS0I-6A70C	Ct	30/12; 6/1	Sa	10:00a-1:00p	EEM6-18031K	Mk	19,20/3	Mo,Tu	9:30a-12:30p 2:00p-5:00p
SS0I-18011C	Ct	9/1	Tu	9:30a-12:30p 2:00p-5:00p	*EEM6-6D54E	Ct	7,14/4 (Eng)	Sa	10:00a-1:00p 2:00p-5:00p
SS0I-18021K	Mk	6/2	Tu	9:30a-12:30p 2:00p-5:00p	EEM6-13C9K	Mk	9,11,16,18/4	Mo,We	7:00p-10:00p
SS0I-18031C	Ct	21/3	We	9:30a-12:30p 2:00p-5:00p	EEM6-18041C	Ct	10,11/4	Tu,We	9:30a-12:30p 2:00p-5:00p
SS0I-18041K	Mk	12/4	Th	9:30a-12:30p 2:00p-5:00p	*EEM6-53C13E	Ct	13,18,20,25/4 (Eng)	Fr,We	7:00p-10:00p
SS0I-18051C	Ct	9/5	We	9:30a-12:30p 2:00p-5:00p	EEM6-6D14K	Mk	14,21/4	Sa	10:00a-1:00p 2:00p-5:00p
SS0I-18061K	Mk	13/6	We	9:30a-12:30p 2:00p-5:00p	EEM6-42C3C	Ct	3,8,10,15/5	Th,Tu	7:00p-10:00p
SS0I-18071C	Ct	12/7	Th	9:30a-12:30p 2:00p-5:00p	EEM6-18051K	Mk	14,15/5	Mo,Tu	9:30a-12:30p 2:00p-5:00p
SS0I-18081K	Mk	13/8	Mo	9:30a-12:30p 2:00p-5:00p	EEM6-6D19C1	Ct	19,26/5	Sa	10:00a-1:00p 2:00p-5:00p
SS0I-18091C	Ct	7/9	Fr	9:30a-12:30p 2:00p-5:00p	EEM6-52C25K	Mk	25,29/5; 1,5/6	Fr,Tu	7:00p-10:00p
SS0I-18101K	Mk	19/10	Fr	9:30a-12:30p 2:00p-5:00p	*EEM6-6D64E	Ct	2,9/6 (Eng)	Sa	10:00a-1:00p 2:00p-5:00p
SS0I-18111C	Ct	12/11	Mo	9:30a-12:30p 2:00p-5:00p	*EEM6-24C12E	Ct	12,14,19,21/6 (Eng)	Tu,Th	7:00p-10:00p
56. Microsoft Excel 2010 for Advanced Users					EEM6-18061C	Ct	21,22/6	Th,Fr	9:30a-12:30p 2:00p-5:00p
<i>\$960, 1 day or 2 evenings</i>					EEM6-6D23K	Mk	23,30/6	Sa	9:00a-12:00p 2:00p-5:00p
SE0A-18011C	Ct	12/1	Fr	9:30a-12:30p 2:00p-5:00p	EEM6-13C25C	Ct	25,27/6; 4,9/7	Mo,We	7:00p-10:00p
SE0A-18021K	Mk	21/2	We	9:30a-12:30p 2:00p-5:00p	EEM6-41C12K	Mk	12,16,19,23/7	Th,Mo	7:00p-10:00p
SE0A-18031C	Ct	29/3	Th	9:30a-12:30p 2:00p-5:00p	EEM6-6D21C2	Ct	21,28/7	Sa	10:00a-1:00p 2:00p-5:00p
SE0A-18041K	Mk	24/4	Tu	9:30a-12:30p 2:00p-5:00p	EEM6-18071K	Mk	23,24/7	Mo,Tu	9:30a-12:30p 2:00p-5:00p
SE0A-18051C	Ct	25/5	Fr	9:30a-12:30p 2:00p-5:00p	*EEM6-52C3E	Ct	3,7,10,14/8 (Eng)	Fr,Tu	7:00p-10:00p
SE0A-18061K	Mk	29/6	Fr	9:30a-12:30p 2:00p-5:00p	*EEM6-6D74E	Ct	4,11/8 (Eng)	Sa	10:00a-1:00p 2:00p-5:00p
SE0A-18071C	Ct	27/7	Fr	9:30a-12:30p 2:00p-5:00p	EEM6-52C17C	Ct	17,21,24,28/8	Fr,Tu	7:00p-10:00p
SE0A-18081K	Mk	30/8	Th	9:30a-12:30p 2:00p-5:00p	EEM6-18081C	Ct	20,21/8	Mo,Tu	9:30a-12:30p 2:00p-5:00p
SE0A-18091C	Ct	21/9	Fr	9:30a-12:30p 2:00p-5:00p	EEM6-6D25K	Mk	25/8; 1/9	Sa	10:00a-1:00p 2:00p-5:00p
SE0A-18101K	Mk	30/10	Tu	9:30a-12:30p 2:00p-5:00p	EEM6-25C28K	Mk	28,31/8; 4,7/9	Tu,Fr	7:00p-10:00p
SE0A-18111C	Ct	30/11	Fr	9:30a-12:30p 2:00p-5:00p	EEM6-18091K	Mk	20,21/9	Th,Fr	9:30a-12:30p 2:00p-5:00p
57. Microsoft Excel 2013 Macro Programming with VBA					*EEM6-42C27E	Ct	27/9; 2,4,9/10 (Eng)	Th,Tu	7:00p-10:00p
<i>\$2460, 2 days or 4 evenings</i>					EEM6-18101C	Ct	9,10/10	Tu,We	9:30a-12:30p 2:00p-5:00p
EEM6-17121C	Ct	18,19/12	Mo,Tu	9:30a-12:30p 2:00p-5:00p	EEM6-18111K	Mk	8,9/11	Th,Fr	9:30a-12:30p 2:00p-5:00p
*EEM6-24C2E	Ct	2,4,9,11/1 (Eng)	Tu,Th	7:00p-10:00p	58. Microsoft Excel Dashboards & Reports 2010				
EEM6-18011K	Mk	4,5/1	Th,Fr	9:30a-12:30p 2:00p-5:00p	<i>\$3060, 2 days or 4 evenings</i>				
EEM6-42C4K	Mk	4,9,11,16/1	Th,Tu	7:00p-10:00p	SEDR-18011C	Ct	15,16/1	Mo,Tu	9:30a-12:30p 2:00p-5:00p
EEM6-6D33C	Ct	6,13/1	Sa	10:00a-1:00p 2:00p-5:00p	SEDR-6A3K	Mk	3,10,24/2; 3/3	Sa	10:00a-1:00p
EEM6-25C23C	Ct	23,26,30/1; 2/2	Tu,Fr	7:00p-10:00p	SEDR-24C6C	Ct	6,7,13,14/2	Tu,We	7:00p-10:00p
*EEM6-6D3E	Ct	3,10/2 (Eng)	Sa	10:00a-1:00p 2:00p-5:00p	SEDR-18021K	Mk	8,9/2	Th,Fr	9:30a-12:30p 2:00p-5:00p
EEM6-6D10K	Mk	10,24/2	Sa	10:00a-1:00p 2:00p-5:00p	SEDR-18031C	Ct	8,9/3	Th,Fr	9:30a-12:30p 2:00p-5:00p
EEM6-18021C	Ct	12,13/2	Mo,Tu	9:30a-12:30p 2:00p-5:00p	SEDR-6D17K	Mk	17,24/3	Sa	10:00a-1:00p 2:00p-5:00p
					SEDR-13C26K	Mk	26,28/3; 4,9/4	Mo,We	7:00p-10:00p
					SEDR-6A7C	Ct	7,14,21,28/4	Sa	10:00a-1:00p
					SEDR-18041K	Mk	25,26/4	We,Th	9:30a-12:30p 2:00p-5:00p
					SEDR-18051C	Ct	10,11/5	Th,Fr	9:30a-12:30p 2:00p-5:00p
					SEDR-24C15K	Mk	15,17,24,29/5	Tu,Th	7:00p-10:00p
					SEDR-13C28C	Ct	28,30/5; 4,6/6	Mo,We	7:00p-10:00p
					SEDR-18061K	Mk	4,5/6	Mo,Tu	9:30a-12:30p

<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>	<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>
SEDR-18071C	Ct 5,6/7	Th,Fr	2:00p- 5:00p 9:30a-12:30p	GR3I-18021C	Ct 20/2	Tu	9:30a-12:30p 2:00p- 5:00p
SEDR-6A34K	Mk 7,14,21,28/7	Sa	2:00p- 5:00p 10:00a- 1:00p	GR3I-6A24K	Mk 24/2; 3/3	Sa	10:00a- 1:00p
SEDR-14C16C	Ct 16,19,23,26/7	Mo,Th	7:00p-10:00p	GR3I-18031K	Mk 7/3	We	9:30a-12:30p 2:00p- 5:00p
SEDR-18081K	Mk 6,7/8	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	GR3I-51C23C	Ct 23,26/3	Fr,Mo	7:00p-10:00p
SEDR-24C14K	Mk 14,16,21,23/8	Tu,Th	7:00p-10:00p	GR3I-18041C	Ct 3/4	Tu	9:30a-12:30p 2:00p- 5:00p
SEDR-18091C	Ct 4,5/9	Tu,We	9:30a-12:30p 2:00p- 5:00p	GR3I-24C17K	Mk 17,19/4	Tu,Th	7:00p-10:00p
SEDR-52C7C	Ct 7,11,14,18/9	Fr,Tu	7:00p-10:00p	GR3I-18051K	Mk 3/5	Th	9:30a-12:30p 2:00p- 5:00p
SEDR-18101K	Mk 18,19/10	Th,Fr	9:30a-12:30p 2:00p- 5:00p	GR3I-6A19C	Ct 19,26/5	Sa	10:00a- 1:00p
SEDR-18111C	Ct 19,20/11	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	GR3I-18061C	Ct 1/6	Fr	9:30a-12:30p 2:00p- 5:00p
SEDR-18121K	Mk 6/12	Th	9:30a-12:30p 2:00p- 5:00p	GR3I-6A9K	Mk 9,16/6	Sa	10:00a- 1:00p
59. Access and Excel Integration with VBA 2010/2007				GR3I-18071K	Mk 3/7	Tu	9:30a-12:30p 2:00p- 5:00p
<i>\$3060, 2 days or 4 evenings</i>				GR3I-51C6C	Ct 6,9/7	Fr,Mo	7:00p-10:00p
AXI7-13C15C	Ct 15,17,22,24/1	Mo,We	7:00p-10:00p	GR3I-51C20K	Mk 20,23/7	Fr,Mo	7:00p-10:00p
AXI7-24C20K	Mk 20,22,27/2; 1/3	Tu,Th	7:00p-10:00p	GR3I-18081C	Ct 8/8	We	9:30a-12:30p 2:00p- 5:00p
AXI7-6A17C	Ct 10,17,24/3; 7/4	Sa	10:00a- 1:00p	GR3I-12C20C	Ct 20,21/8	Mo,Tu	7:00p-10:00p
AXI7-13C33K	Mk 16,18,23,25/4	Mo,We	7:00p-10:00p	GR3I-24C4K	Mk 4,6/9	Tu,Th	7:00p-10:00p
AXI7-51C11C	Ct 11,14,18,21/5	Fr,Mo	7:00p-10:00p	GR3I-18091K	Mk 5/9	We	9:30a-12:30p 2:00p- 5:00p
AXI7-6A32K	Mk 9,16,23,30/6	Sa	10:00a- 1:00p	GR3I-18101C	Ct 5/10	Fr	9:30a-12:30p 2:00p- 5:00p
AXI7-14C25C	Ct 25,28/6; 5,9/7	Mo,Th	7:00p-10:00p	GR3I-18111K	Mk 1/11	Th	9:30a-12:30p 2:00p- 5:00p
AXI7-13C34K	Mk 23,25,30/7; 1/8	Mo,We	7:00p-10:00p	GR3I-18121C	Ct 5/12	We	9:30a-12:30p 2:00p- 5:00p
AXI7-13C13C	Ct 13,15,20,22/8	Mo,We	7:00p-10:00p	63. Microsoft PowerPoint 2013 for Advanced Users			
AXI7-35C12K	Mk 12,14,19,21/9	We,Fr	7:00p-10:00p	<i>\$960, 1 day or 2 evenings</i>			
AXI7-6A29C	Ct 29/9; 6,13,20/10	Sa	10:00a- 1:00p	GT3A-35C27C	Ct 27,29/12	We,Fr	7:00p-10:00p
60. Microsoft PowerPoint 2016 for Beginners				GT3A-45C25C	Ct 25,26/1	Th,Fr	7:00p-10:00p
<i>\$960, 1 day or 2 evenings</i>				*GT3A-45C32E	Ct 25,26/1 (Eng)	Th,Fr	7:00p-10:00p
GR6I-35C27C	Ct 27,29/12	We,Fr	7:00p-10:00p	GT3A-18011C	Ct 26/1	Fr	9:30a-12:30p 2:00p- 5:00p
GR6I-6A20K	Mk 20,27/1	Sa	10:00a- 1:00p	GT3A-6D27K	Mk 27/1	Sa	10:00a- 1:00p 2:00p- 5:00p
GR6I-6D10C	Ct 10/2	Sa	10:00a- 1:00p 2:00p- 5:00p	GT3A-6D10C	Ct 10/2	Sa	10:00a- 1:00p 2:00p- 5:00p
GR6I-12C5K	Mk 5,6/3	Mo,Tu	7:00p-10:00p	GT3A-18021K	Mk 28/2	We	9:30a-12:30p 2:00p- 5:00p
GR6I-13C26C	Ct 26,28/3	Mo,We	7:00p-10:00p	GT3A-45C33K	Mk 8,9/3	Th,Fr	7:00p-10:00p
GR6I-51C20K	Mk 20,23/4	Fr,Mo	7:00p-10:00p	GT3A-6A10C	Ct 10,17/3	Sa	10:00a- 1:00p
GR6I-6A5C	Ct 5,12/5	Sa	10:00a- 1:00p	*GT3A-6A53E	Ct 10,17/3 (Eng)	Sa	10:00a- 1:00p
GR6I-6A9K	Mk 9,16/6	Sa	10:00a- 1:00p	GT3A-18031K	Mk 15/3	Th	9:30a-12:30p 2:00p- 5:00p
GR6I-45C21C	Ct 21,22/6	Th,Fr	7:00p-10:00p	GT3A-13C26C	Ct 26,28/3	Mo,We	7:00p-10:00p
GR6I-45C19K	Mk 19,20/7	Th,Fr	7:00p-10:00p	GT3A-18041C	Ct 11/4	We	9:30a-12:30p 2:00p- 5:00p
GR6I-35C1C	Ct 1,3/8	We,Fr	7:00p-10:00p	GT3A-51C27K	Mk 27,30/4	Fr,Mo	7:00p-10:00p
GR6I-23C28K	Mk 28,29/8	Tu,We	7:00p-10:00p	*GT3A-45C43E	Ct 3,4/5 (Eng)	Th,Fr	7:00p-10:00p
GR6I-6A15C	Ct 15,22/9	Sa	10:00a- 1:00p	GT3A-35C16C	Ct 16,18/5	We,Fr	7:00p-10:00p
61. Microsoft PowerPoint 2016 for Advanced Users				GT3A-18051K	Mk 23/5	We	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day or 2 evenings</i>				GT3A-12C19K	Mk 19,25/6	Tu,Mo	7:00p-10:00p
GT6A-35C27K	Mk 27,29/12	We,Fr	7:00p-10:00p	GT3A-18061K	Mk 20/6	We	9:30a-12:30p 2:00p- 5:00p
GT6A-6A13C	Ct 13,20/1	Sa	10:00a- 1:00p	*GT3A-6A43E	Ct 23,30/6 (Eng)	Sa	10:00a- 1:00p
GT6A-6A3K	Mk 3,10/2	Sa	10:00a- 1:00p	GT3A-6A30C	Ct 30/6; 7/7	Sa	10:00a- 1:00p
GT6A-23C27C	Ct 27,28/2	Tu,We	7:00p-10:00p	GT3A-18071C	Ct 19/7	Th	9:30a-12:30p 5:00p- 6:00p
GT6A-12C19K	Mk 19,20/3	Mo,Tu	7:00p-10:00p	GT3A-35C1K	Mk 1,3/8	We,Fr	7:00p-10:00p
GT6A-6D14C	Ct 14/4	Sa	10:00a- 1:00p 2:00p- 5:00p	*GT3A-12C6E	Ct 6,7/8 (Eng)	Mo,Tu	7:00p-10:00p
GT6A-6A32K	Mk 5,12/5	Sa	10:00a- 1:00p	GT3A-24C14C	Ct 14,16/8	Tu,Th	7:00p-10:00p
GT6A-45C31C	Ct 31/5; 1/6	Th,Fr	7:00p-10:00p	GT3A-18081K	Mk 16/8	Th	9:30a-12:30p 2:00p- 5:00p
GT6A-24C19K	Mk 19,21/6	Tu,Th	7:00p-10:00p	*GT3A-6A42E	Ct 22,29/9 (Eng)	Sa	10:00a- 1:00p
GT6A-45C12C	Ct 12,13/7	Th,Fr	7:00p-10:00p	GT3A-18091K	Mk 27/9	Th	9:30a-12:30p
GT6A-35C1K	Mk 1,3/8	We,Fr	7:00p-10:00p	62. Microsoft PowerPoint 2013 for Beginners			
GT6A-6A25C	Ct 25/8; 1/9	Sa	10:00a- 1:00p	<i>\$960, 1 day or 2 evenings</i>			
GT6A-12C10K	Mk 10,11/9	Mo,Tu	7:00p-10:00p	GR3I-45C28C	Ct 28,29/12	Th,Fr	7:00p-10:00p
62. Microsoft PowerPoint 2013 for Beginners				GR3I-35C10K	Mk 10,12/1	We,Fr	7:00p-10:00p
<i>\$960, 1 day or 2 evenings</i>				GR3I-18011K	Mk 24/1	We	9:30a-12:30p 2:00p- 5:00p
GR3I-45C28C	Ct 28,29/12	Th,Fr	7:00p-10:00p	GR3I-13C12C	Ct 12,14/2	Mo,We	7:00p-10:00p
GR3I-35C10K	Mk 10,12/1	We,Fr	7:00p-10:00p				
GR3I-18011K	Mk 24/1	We	9:30a-12:30p 2:00p- 5:00p				
GR3I-13C12C	Ct 12,14/2	Mo,We	7:00p-10:00p				

<i>Course</i>	<i>Centre</i>	<i>Dates</i>	<i>Day</i>	<i>Time</i>	<i>Course</i>	<i>Centre</i>	<i>Dates</i>	<i>Day</i>	<i>Time</i>
GT3A-18101C	Ct	16/10	Tu	2:00p- 5:00p 9:30a-12:30p	EE6M-18081C	Ct	27/8	Mo	9:30a-12:30p 2:00p- 5:00p
GT3A-18111K	Mk	16/11	Fr	2:00p- 5:00p 9:30a-12:30p	EE6M-18091K	Mk	7/9	Fr	9:30a-12:30p 2:00p- 5:00p
64. Microsoft PowerPoint 2010 for Beginners					EE6M-18101K	Mk	31/10	We	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day or 2 evenings</i>					EE6M-18111C	Ct	13/11	Tu	9:30a-12:30p 2:00p- 5:00p
GR0I-18011C	Ct	10/1	We	9:30a-12:30p 2:00p- 5:00p	67. Visual Design for PowerPoint Presentations 2016				
GR0I-18021K	Mk	5/2	Mo	9:30a-12:30p 2:00p- 5:00p	<i>\$960, 1 day</i>				
GR0I-18031C	Ct	19/3	Mo	9:30a-12:30p 2:00p- 5:00p	GDP6-18021C	Ct	9/2	Fr	9:30a-12:30p 2:00p- 5:00p
GR0I-18041K	Mk	11/4	We	9:30a-12:30p 2:00p- 5:00p	GDP6-18041C	Ct	3/4	Tu	9:30a-12:30p 2:00p- 5:00p
GR0I-18051C	Ct	14/5	Mo	9:30a-12:30p 2:00p- 5:00p	GDP6-18061C	Ct	13/6	We	9:30a-12:30p 2:00p- 5:00p
GR0I-18061K	Mk	12/6	Tu	9:30a-12:30p 2:00p- 5:00p	GDP6-18081C	Ct	31/8	Fr	9:30a-12:30p 2:00p- 5:00p
GR0I-18071C	Ct	9/7	Mo	9:30a-12:30p 2:00p- 5:00p	GDP6-18101C	Ct	11/10	Th	9:30a-12:30p 2:00p- 5:00p
GR0I-18081K	Mk	3/8	Fr	9:30a-12:30p 2:00p- 5:00p	GDP6-18121C	Ct	3/12	Mo	9:30a-12:30p 2:00p- 5:00p
GR0I-18091C	Ct	14/9	Fr	9:30a-12:30p 2:00p- 5:00p	68. Visual Design for PowerPoint Presentations 2010/2007				
GR0I-18101K	Mk	8/10	Mo	9:30a-12:30p 2:00p- 5:00p	<i>\$960, 1 day</i>				
GR0I-18111C	Ct	12/11	Mo	9:30a-12:30p 2:00p- 5:00p	GDP0-17121C	Ct	27/12	We	9:30a-12:30p 2:00p- 5:00p
65. Microsoft PowerPoint 2010 for Advanced Users					GDP0-18011C	Ct	12/1	Fr	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day or 2 evenings</i>					GDP0-18021K	Mk	15/2	Th	9:30a-12:30p 2:00p- 5:00p
GP0A-18011K	Mk	15/1	Mo	9:30a-12:30p 2:00p- 5:00p	GDP0-18031C	Ct	26/3	Mo	9:30a-12:30p 2:00p- 5:00p
GP0A-18021C	Ct	14/2	We	9:30a-12:30p 2:00p- 5:00p	GDP0-18041K	Mk	24/4	Tu	9:30a-12:30p 2:00p- 5:00p
GP0A-18031C	Ct	23/3	Fr	9:30a-12:30p 2:00p- 5:00p	GDP0-18051C	Ct	29/5	Tu	9:30a-12:30p 2:00p- 5:00p
GP0A-18041K	Mk	24/4	Tu	9:30a-12:30p 2:00p- 5:00p	GDP0-18061K	Mk	22/6	Fr	9:30a-12:30p 2:00p- 5:00p
GP0A-18051C	Ct	30/5	We	9:30a-12:30p 2:00p- 5:00p	GDP0-18071C	Ct	26/7	Th	9:30a-12:30p 2:00p- 5:00p
GP0A-18061C	Ct	27/6	We	9:30a-12:30p 2:00p- 5:00p	GDP0-18081K	Mk	2/8	Th	9:30a-12:30p 2:00p- 5:00p
GP0A-18071K	Mk	25/7	We	9:30a-12:30p 2:00p- 5:00p	GDP0-18091C	Ct	19/9	We	9:30a-12:30p 2:00p- 5:00p
GP0A-18081C	Ct	22/8	We	9:30a-12:30p 2:00p- 5:00p	GDP0-18101K	Mk	23/10	Tu	9:30a-12:30p 2:00p- 5:00p
GP0A-18091C	Ct	24/9	Mo	9:30a-12:30p 2:00p- 5:00p	GDP0-18111C	Ct	8/11	Th	9:30a-12:30p 2:00p- 5:00p
GP0A-18101K	Mk	25/10	Th	9:30a-12:30p 2:00p- 5:00p	69. Microsoft Visio 2013				
GP0A-18111C	Ct	30/11	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$2040, 2 days or 4 evenings</i>				
66. Enhancing Microsoft PowerPoint 2016 Presentations with Multimedia Elements					GV06-17122C	Ct	8,9/1	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
<i>\$960, 1 day</i>					GV06-18021C	Ct	14,15/2	We,Th	9:30a-12:30p 2:00p- 5:00p
EE6M-18011K	Mk	25/1	Th	9:30a-12:30p 2:00p- 5:00p	GV06-18041K	Mk	25,26/4	We,Th	9:30a-12:30p 2:00p- 5:00p
EE6M-18021K	Mk	23/2	Fr	9:30a-12:30p 2:00p- 5:00p	GV06-18061C	Ct	4,5/6	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
EE6M-18031C	Ct	14/3	We	9:30a-12:30p 2:00p- 5:00p	GV06-18081K	Mk	30,31/8	Th,Fr	9:30a-12:30p 2:00p- 5:00p
EE6M-18041C	Ct	6/4	Fr	9:30a-12:30p 2:00p- 5:00p	GV06-18101C	Ct	11,12/10	Th,Fr	9:30a-12:30p 2:00p- 5:00p
EE6M-18051K	Mk	11/5	Fr	9:30a-12:30p 2:00p- 5:00p	GV06-18121K	Mk	3,4/12	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
EE6M-18061K	Mk	19/6	Tu	9:30a-12:30p 2:00p- 5:00p	70. Microsoft Access 2016 for Beginners				
EE6M-18071C	Ct	4/7	We	9:30a-12:30p 2:00p- 5:00p	<i>\$2040, 2 days or 4 evenings</i>				
					DD6I-14C18C	Ct	18,21,28/12; 4/1	Mo,Th	7:00p-10:00p
					DD6I-35C17K	Mk	17,19,24,26/1	We,Fr	7:00p-10:00p
					DD6I-24C20C	Ct	20,22,27/2; 1/3	Tu,Th	7:00p-10:00p

<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>	<i>Course</i>	<i>Centre Dates</i>	<i>Day</i>	<i>Time</i>
DD6I-13C19K	Mk 19,21,26,28/3	Mo,We	7:00p-10:00p	74. Microsoft Access 2010 for Beginners			
DD6I-24C17C	Ct 17,19,24,26/4	Tu,Th	7:00p-10:00p	<i>\$2040, 2 days or 4 evenings</i>			
DD6I-6A12K	Mk 12,19,26/5; 2/6	Sa	10:00a- 1:00p	DA0I-35C27K	Mk 27,29/12; 3,5/1	We,Fr	7:00p-10:00p
DD6I-35C20C	Ct 20,22,27,29/6	We,Fr	7:00p-10:00p	DA0I-18021C	Ct 5,6/2	Mo,Tu	9:30a-12:30p
DD6I-35C4K	Mk 4,6,11,13/7	We,Fr	7:00p-10:00p				2:00p- 5:00p
DD6I-13C13C	Ct 13,15,20,22/8	Mo,We	7:00p-10:00p	DA0I-18041K	Mk 9,10/4	Mo,Tu	9:30a-12:30p
DD6I-24C28K	Mk 28,30/8; 4,6/9	Tu,Th	7:00p-10:00p				2:00p- 5:00p
71. Microsoft Access 2016 for Advanced Users				DA0I-18061C	Ct 28,29/6	Th,Fr	9:30a-12:30p
<i>\$2460, 2 days or 4 evenings</i>							2:00p- 5:00p
DD6A-24C19C	Ct 19,21,28/12; 2/1	Tu,Th	7:00p-10:00p	DA0I-18081K	Mk 14,15/8	Tu,We	9:30a-12:30p
DD6A-13C22K	Mk 29,31/1; 5,7/2	Mo,We	7:00p-10:00p				2:00p- 5:00p
DD6A-35C21C	Ct 21,23,28/2; 2/3	We,Fr	7:00p-10:00p	DA0I-18101C	Ct 25,26/10	Th,Fr	9:30a-12:30p
DD6A-35C21K	Mk 21,23,28/3; 4/4	We,Fr	7:00p-10:00p				2:00p- 5:00p
DD6A-14C16C	Ct 16,19,23,26/4	Mo,Th	7:00p-10:00p	75. Microsoft Access 2010 for Advanced Users			
DD6A-25C15K	Mk 15,18,25,29/5	Tu,Fr	7:00p-10:00p	<i>\$2460, 2 days or 4 evenings</i>			
DD6A-6A16C	Ct 16,23,30/6; 7/7	Sa	10:00a- 1:00p	DA0A-17121K	Mk 28,29/12	Th,Fr	9:30a-12:30p
DD6A-24C17K	Mk 17,19,24,26/7	Tu,Th	7:00p-10:00p				2:00p- 5:00p
DD6A-13C20C	Ct 20,22,27,29/8	Mo,We	7:00p-10:00p	DA0A-6D30K	Mk 30/12; 6/1	Sa	10:00a- 1:00p
DD6A-35C19K	Mk 19,21,26,28/9	We,Fr	7:00p-10:00p				2:00p- 5:00p
72. Microsoft Access 2013 for Beginners				DA0A-18011K	Mk 8/1	Mo	9:30a-12:30p
<i>\$2040, 2 days or 4 evenings</i>					8,9/1	Mo,Tu	2:00p- 5:00p
DD3I-35C20C	Ct 20,21,27,28/12	We,Th	7:00p-10:00p		9/1	Tu	9:00a-12:30p
DD3I-18011K	Mk 24,25/1	We,Th	9:30a-12:30p	DA0A-18031C	Ct 12,13/3	Mo,Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DD3I-13C29C	Ct 29,31/1; 5,7/2	Mo,We	7:00p-10:00p	DA0A-18051K	Mk 28,29/5	Mo,Tu	9:30a-12:30p
DD3I-24C27K	Mk 27/2; 1,6,8/3	Tu,Th	7:00p-10:00p				2:00p- 5:00p
DD3I-18031C	Ct 1,2/3	Th,Fr	9:30a-12:30p	DA0A-18071C	Ct 23,24/7	Mo,Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DD3I-35C28C	Ct 28/3; 4,6,11/4	We,Fr	7:00p-10:00p	DA0A-18091K	Mk 17,18/9	Mo,Tu	9:30a-12:30p
DD3I-13C23K	Mk 23,25,30/4; 2/5	Mo,We	7:00p-10:00p				2:00p- 5:00p
DD3I-18051K	Mk 7,8/5	Mo,Tu	9:30a-12:30p	DA0A-18011C	Ct 22,23/11	Th,Fr	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
DD3I-6A19C	Ct 19,26/5; 2,9/6	Sa	10:00a- 1:00p	76. Powerful Queries Using Microsoft Access 2010/2007			
DD3I-14C25K	Mk 25,28/6; 5,9/7	Mo,Th	7:00p-10:00p	<i>\$1380, 1 day or 2 evenings</i>			
DD3I-18071C	Ct 12,13/7	Th,Fr	9:30a-12:30p	PQM0-6D30K	Mk 30/12	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
DD3I-13C16C	Ct 16,18,23,25/7	Mo,We	7:00p-10:00p	PQM0-1D15K	Mk 15/1	Mo	9:45a-12:45p
DD3I-35C32K	Mk 15,17,22,24/8	We,Fr	7:00p-10:00p				2:00p- 5:00p
DD3I-18091K	Mk 3,4/9	Mo,Tu	9:30a-12:30p	PQM0-12C29C	Ct 29,30/1	Mo,Tu	7:00p-10:00p
			2:00p- 5:00p	PQM0-6A24K	Mk 24/2; 3/3	Sa	10:00a- 1:00p
DD3I-24C4C	Ct 4,6,11,13/9	Tu,Th	7:00p-10:00p	PQM0-4D8C	Ct 8/3	Th	9:45a-12:45p
DD3I-18111C	Ct 6,7/11	Tu,We	9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	PQM0-45C22C	Ct 22,23/3	Th,Fr	7:00p-10:00p
73. Microsoft Access 2013 for Advanced Users				PQM0-12C16K	Mk 16,17/4	Mo,Tu	7:00p-10:00p
<i>\$2460, 2 days or 4 evenings</i>				PQM0-4D3K	Mk 3/5	Th	9:45a-12:45p
DD3A-24C9C	Ct 9,11,16,18/1	Tu,Th	7:00p-10:00p				2:00p- 5:00p
DD3A-13C12K	Mk 12,14,21,26/2	Mo,We	7:00p-10:00p	PQM0-45C17C	Ct 17,18/5	Th,Fr	7:00p-10:00p
DD3A-18021C	Ct 26,27/2	Mo,Tu	9:30a-12:30p	PQM0-6D19C	Ct 19/5	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
DD3A-6D10C	Ct 10,17/3	Sa	10:00a- 1:00p	PQM0-35C13K	Mk 13,15/6	We,Fr	7:00p-10:00p
			2:00p- 5:00p	PQM0-5D22C	Ct 22/6	Fr	9:45a-12:45p
DD3A-24C10K	Mk 10,12,17,19/4	Tu,Th	7:00p-10:00p				2:00p- 5:00p
DD3A-18041K	Mk 26,27/4	Th,Fr	9:30a-12:30p	PQM0-35C18C	Ct 18,20/7	We,Fr	7:00p-10:00p
			2:00p- 5:00p	PQM0-4D19K	Mk 19/7	Th	9:45a-12:45p
DD3A-35C16C	Ct 16,18,23,25/5	We,Fr	7:00p-10:00p				2:00p- 5:00p
DD3A-18061C	Ct 11,12/6	Mo,Tu	9:30a-12:30p	PQM0-12C20K	Mk 20,21/8	Mo,Tu	7:00p-10:00p
			2:00p- 5:00p	PQM0-1D20C	Ct 20/8	Mo	9:45a-12:45p
DD3A-6A16K	Mk 16,23,30/6; 7/7	Sa	10:00a- 1:00p				2:00p- 5:00p
DD3A-14C16C	Ct 16,19,23,26/7	Mo,Th	7:00p-10:00p	PQM0-3D19K	Mk 19/9	We	9:45a-12:45p
DD3A-24C14K	Mk 14,16,21,23/8	Tu,Th	7:00p-10:00p				2:00p- 5:00p
DD3A-18081K	Mk 29,30/8	We,Th	9:30a-12:30p	77. Microsoft Access 2010/2007 Programming			
			2:00p- 5:00p	<i>\$3660, 3 days or 6 evenings</i>			
DD3A-25C18C	Ct 18,21,28/9; 2/10	Tu,Fr	7:00p-10:00p	PA10-6A6C	Ct 6,13,20,27/1; 3,10/2	Sa	10:00a- 1:00p
DD3A-18101C	Ct 4,5/10	Th,Fr	9:30a-12:30p	PA10-13C5K	Mk 5,7,12,14,21,26/2	Mo,We	7:00p-10:00p
			2:00p- 5:00p	PA10-24C6C	Ct 6,8,13,20,22,27/2	Tu,Th	7:00p-10:00p
DD3A-18121K	Mk 3,4/12	Mo,Tu	9:30a-12:30p	PA10-6D10K	Mk 10,17,24/3	Sa	10:00a- 1:00p
			2:00p- 5:00p				2:00p- 5:00p
				PA10-35C11C	Ct 11,13,18,20,25,27/4	We,Fr	7:00p-10:00p
				PA10-41C17K	Mk 17/5 to 4/6	Th,Mo	7:00p-10:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
PA10-6D16C	Ct 16,23,30/6	Sa	10:00a - 1:00p 2:00p - 5:00p	*IND9-6D13E	Ct 3,10/2 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
PA10-24C17K	Mk 17/7 to 2/8	Tu,Th	7:00p-10:00p	IND9-18021K	Mk 27,28/2	Tu,We	9:30a-12:30p 2:00p - 5:00p
PA10-14C20C	Ct 20,23,27,30/8; 3,6/9	Mo,Th	7:00p-10:00p	IND9-52C2C	Ct 27/2; 2,6,9/3	Tu,Fr	7:00p-10:00p
PA10-35C19K	Mk 19/9 to 5/10	We,Fr	7:00p-10:00p	IND9-6D3K	Mk 3,10/3	Sa	10:00a - 1:00p 2:00p - 5:00p
78. (50413) Mastering Microsoft Project 2010 (Microsoft Official Curriculum)				IND9-13D26K	Mk 7,12/3	We,Mo	9:45a-12:45p 2:00p - 5:00p
<i>\$3600, 2 days or 4 evenings</i>				IND9-35C21K	Mk 14,16,21,23/3	We,Fr	7:00p-10:00p
PJ10-45C4C	Ct 4,5,11,12/1	Th,Fr	7:00p-10:00p	IND9-18031C	Ct 15,16/3	Th,Fr	9:30a-12:30p 2:00p - 5:00p
PJ10-24C6K	Mk 6,8,13,20/2	Tu,Th	7:00p-10:00p	*IND9-13D12E	Ct 21,26/3 (Eng)	We,Mo	9:45a-12:45p 2:00p - 5:00p
PJ10-34D7K	Mk 7,8/2	We,Th	9:45a-12:45p 2:00p - 5:00p	*IND9-41C1E	Ct 22,26,29/3; 9/4 (Eng)	Th,Mo	7:00p-10:00p
PJ10-6D10C	Ct 10,17/3	Sa	9:45a-12:45p 2:00p - 5:00p	IND9-18041K	Mk 11,12/4	We,Th	9:30a-12:30p 2:00p - 5:00p
PJ10-23D3C	Ct 3,4/4	Tu,We	9:45a-12:45p 2:00p - 5:00p	*IND9-6D17E	Ct 14,21/4 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
PJ10-13C16K	Mk 16,18,23,25/4	Mo,We	7:00p-10:00p	IND9-25C3C	Ct 24,27/4; 4,8/5	Tu,Fr	7:00p-10:00p
PJ10-24C8C	Ct 8,10,15,17/5	Tu,Th	7:00p-10:00p	IND9-24D17K	Mk 26/4; 3/5	Th	9:45a-12:45p 2:00p - 5:00p
PJ10-34D30K	Mk 30,31/5	We,Th	9:45a-12:45p 2:00p - 5:00p	IND9-6D33K	Mk 28/4; 5/5	Sa	10:00a - 1:00p 2:00p - 5:00p
PJ10-45C33K	Mk 14,15,21,22/6	Th,Fr	7:00p-10:00p	IND9-24C10K	Mk 3,8,10,15/5	Th,Tu	7:00p-10:00p
PJ10-51C6C	Ct 6,9,13,16/7	Fr,Mo	7:00p-10:00p	*IND9-25D8E	Ct 18,25/5 (Eng)	Fr	9:45a-12:45p 2:00p - 5:00p
PJ10-12D23C	Ct 23,24/7	Mo,Tu	9:45a-12:45p 2:00p - 5:00p	*IND9-35C02E	Ct 23,25,30/5; 1/6 (Eng)	We,Fr	7:00p-10:00p
PJ10-24C7K	Mk 7,9,14,16/8	Tu,Th	7:00p-10:00p	IND9-18051C	Ct 30,31/5	We,Th	9:30a-12:30p 2:00p - 5:00p
PJ10-13C33C	Ct 27,29/8; 3,5/9	Mo,We	7:00p-10:00p	*IND9-6D12E	Ct 2,9/6 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
PJ10-45D13K	Mk 13,14/9	Th,Fr	9:45a-12:45p 2:00p - 5:00p	IND9-18061K	Mk 4,5/6	Mo,Tu	9:30a-12:30p 2:00p - 5:00p
79. Microsoft Project 2013				IND9-35C34C	Ct 6,8,13,15/6	We,Fr	7:00p-10:00p
<i>\$1040, 1 day or 2 evenings</i>				IND9-52C25K	Mk 15,19,22,26/6	Fr,Tu	7:00p-10:00p
MP06-35C27C	Ct 27,29/12	We,Fr	7:00p-10:00p	IND9-13D32K	Mk 25,27/6	Mo,We	9:45a-12:45p 2:00p - 5:00p
MP06-13C29K	Mk 29,31/1	Mo,We	7:00p-10:00p	IND9-13C4C	Ct 27/6; 4,9,11/7	We,Mo	7:00p-10:00p
MP06-18021C	Ct 7/2	We	9:30a-12:30p 2:00p - 5:00p	IND9-6D34K	Mk 30/6; 7/7	Sa	10:00a - 1:00p 2:00p - 5:00p
MP06-6D10C	Ct 10/2	Sa	10:00a - 1:00p 2:00p - 5:00p	*IND9-13D25E	Ct 9,11/7 (Eng)	Mo,We	9:45a-12:45p 2:00p - 5:00p
MP06-24C32K	Mk 13,15/3	Tu,Th	7:00p-10:00p	*IND9-6D23E	Ct 14,21/7 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
MP06-12C26C	Ct 26,27/3	Mo,Tu	7:00p-10:00p	*IND9-24C73E	Ct 24,26,31/7; 2/8 (Eng)	Tu,Th	7:00p-10:00p
MP06-45C26K	Mk 26,27/4	Th,Fr	7:00p-10:00p	IND9-14C9K	Mk 30/7; 2,6,9/8	Mo,Th	7:00p-10:00p
MP06-18041K	Mk 27/4	Fr	9:30a-12:30p 2:00p - 5:00p	IND9-18071C	Ct 30,31/7	Mo,Tu	9:30a-12:30p 2:00p - 5:00p
MP06-6A5C	Ct 5,12/5	Sa	10:00a - 1:00p	IND9-25D24K	Mk 3,7/8	Fr,Tu	9:45a-12:45p 2:00p - 5:00p
MP06-24C12K	Mk 12,14/6	Tu,Th	7:00p-10:00p	IND9-41C33C	Ct 9,13,16,20/8	Th,Mo	7:00p-10:00p
MP06-6A32C	Ct 23,30/6	Sa	10:00a - 1:00p	IND9-18081K	Mk 16,17/8	Th,Fr	9:30a-12:30p 2:00p - 5:00p
MP06-18061C	Ct 28/6	Th	9:30a-12:30p 2:00p - 5:00p	IND9-6D4K	Mk 25/8; 1/9	Sa	10:00a - 1:00p 2:00p - 5:00p
MP06-13C23K	Mk 23,25/7	Mo,We	7:00p-10:00p	*IND9-6D68E	Ct 8,15/9 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
MP06-35C15C	Ct 15,17/8	We,Fr	7:00p-10:00p	IND9-18091C	Ct 10,11/9	Mo,Tu	9:30a-12:30p 2:00p - 5:00p
MP06-18081K	Mk 21/8	Tu	9:30a-12:30p 2:00p - 5:00p	IND9-25C21K	Mk 11,14,18,21/9	Tu,Fr	7:00p-10:00p
MP06-24C11K	Mk 11,13/9	Tu,Th	7:00p-10:00p	IND9-18101K	Mk 25,26/10	Th,Fr	9:30a-12:30p 2:00p - 5:00p
MP06-6A29C	Ct 29/9; 6/10	Sa	10:00a - 1:00p	IND9-18111C	Ct 22,23/11	Th,Fr	9:30a-12:30p 2:00p - 5:00p
MP06-18101C	Ct 25/10	Th	9:30a-12:30p 2:00p - 5:00p				
80. Adobe InDesign CC/CS6							
<i>\$2040, 12 hours in 4 sessions</i>							
IND9-35C34K	Mk 13,18,20,27/12	We,Mo	7:00p-10:00p				
IND9-6D2K	Mk 30/12; 6/1	Sa	10:00a - 1:00p 2:00p - 5:00p				
*IND9-35A13E	Ct 3,5,10,12/1 (Eng)	We,Fr	9:45a-12:45p				
IND9-41C7C	Ct 4,8,11,15/1	Th,Mo	7:00p-10:00p				
IND9-24D2K	Mk 16,18/1	Tu,Th	9:45a-12:45p 2:00p - 5:00p				
*IND9-24C33E	Ct 23,25,30/1; 1/2 (Eng)	Tu,Th	7:00p-10:00p				
IND9-41C4K	Mk 25,29/1; 1,5/2	Th,Mo	7:00p-10:00p				
IND9-6D6K	Mk 27/1; 3/2	Sa	10:00a - 1:00p 2:00p - 5:00p				
IND9-18011C	Ct 30,31/1	Tu,We	9:30a-12:30p 2:00p - 5:00p				
*IND9-24D23E	Ct 1,6/2 (Eng)	Th,Tu	9:45a-12:45p				