



Microsoft 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 Certification Workshop									
<i>\$850 (including exam voucher with free retake)</i>									
PMOS-6A10K	Mk	24/11	Sa	10:00a-12:00p	GOOG-19091C	Ct	3/9	Tu	2:00p- 5:00p 9:30a-12:30p 2:00p- 5:00p
PMOS-6A23K	Mk	23/2	Sa	10:00a-12:00p	5. Social Media and Facebook Marketing				
2. Microsoft Office 365 Overview					<i>\$1200, 1 day or 2 evenings</i>				
<i>\$1100, 6 hours in 2 sessions</i>					FACE-6D34K	Mk	24/11	Sa	10:00a- 1:00p 2:00p- 5:00p
O365-18121K	Mk	11/12	Tu	9:30a-12:30p 2:00p- 5:00p	FACE-35C14K	Mk	28,30/11	We,Fr	7:00p-10:00p
O365-19011K	Mk	18/1	Fr	9:30a-12:30p 2:00p- 5:00p	*FACE-6D35E	Ct	8/12 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
O365-19021C	Ct	8/2	Fr	9:30a-12:30p 2:00p- 5:00p	*FACE-13C34E	Ct	17,19/12 (Eng)	Mo,We	7:00p-10:00p
O365-19031K	Mk	27/3	We	9:30a-12:30p 2:00p- 5:00p	FACE-35C19C	Ct	4,9/1	Fr,We	7:00p-10:00p
O365-19061C	Ct	18/4	Th	9:30a-12:30p 2:00p- 5:00p	FACE-6D29K	Mk	12/1	Sa	10:00a- 1:00p 2:00p- 5:00p
O365-19041C	Ct	30/4	Tu	9:30a-12:30p 2:00p- 5:00p	FACE-19011C	Ct	15/1	Tu	9:30a-12:30p 2:00p- 5:00p
O365-19051K	Mk	23/5	Th	9:30a-12:30p 2:00p- 5:00p	FACE-42C3K	Mk	17,22/1	Th,Tu	7:00p-10:00p
O365-19071K	Mk	12/7	Fr	9:30a-12:30p 2:00p- 5:00p	FACE-6D12C	Ct	26/1	Sa	10:00a- 1:00p 2:00p- 5:00p
O365-19081C	Ct	5/8	Mo	9:30a-12:30p 2:00p- 5:00p	*FACE-6D49E	Ct	2/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
O365-19091K	Mk	17/9	Tu	9:30a-12:30p 2:00p- 5:00p	*FACE-52C1E	Ct	19,22/2 (Eng)	Tu,Fr	7:00p-10:00p
O365-19101C	Ct	25/10	Fr	9:30a-12:30p 2:00p- 5:00p	FACE-14C11C	Ct	25,28/2	Mo,Th	7:00p-10:00p
3. Microsoft Office 2016 for Office 2007/2010/2013 Users					FACE-6D16K	Mk	2/3	Sa	10:00a- 1:00p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>					FACE-19031K	Mk	8/3	Fr	9:30a-12:30p 2:00p- 5:00p
MS16-18111K	Mk	30/11	Fr	9:30a-12:30p 2:00p- 5:00p	FACE-53C1K	Mk	15,20/3	Fr,We	7:00p-10:00p
MS16-19011C	Ct	9/1	We	9:30a-12:30p 2:00p- 5:00p	*FACE-6D66E	Ct	30/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
MS16-19031K	Mk	11/3	Mo	9:30a-12:30p 2:00p- 5:00p	*FACE-14C1E	Ct	15,18/4 (Eng)	Mo,Th	7:00p-10:00p
MS16-19051C	Ct	20/5	Mo	9:30a-12:30p 2:00p- 5:00p	FACE-14C8C	Ct	25,29/4	Th,Mo	7:00p-10:00p
MS16-19071K	Mk	23/7	Tu	9:30a-12:30p 2:00p- 5:00p	FACE-6D6K	Mk	27/4	Sa	10:00a- 1:00p 2:00p- 5:00p
MS16-19091C	Ct	20/9	Fr	9:30a-12:30p 2:00p- 5:00p	FACE-6D4C	Ct	18/5	Sa	10:00a- 1:00p 2:00p- 5:00p
4. Office Collaboration with Google Drive and Google Forms					FACE-19051C	Ct	21/5	Tu	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>					FACE-19071K	Mk	16/7	Tu	9:30a-12:30p 2:00p- 5:00p
GOOG-18111K	Mk	26/11	Mo	9:30a-12:30p 2:00p- 5:00p	FACE-19091C	Ct	9/9	Mo	9:30a-12:30p 2:00p- 5:00p
GOOG-18121K	Mk	27/12	Th	9:30a-12:30p 2:00p- 5:00p	6. Google AdWords Essentials				
GOOG-19011C	Ct	29/1	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1200, 1 day or 2 evenings</i>				
GOOG-19031K	Mk	22/3	Fr	9:30a-12:30p 2:00p- 5:00p	EGOO-18121K	Mk	17/12	Mo	9:30a-12:30p 2:00p- 5:00p
GOOG-19051C	Ct	6/5	Mo	9:30a-12:30p 2:00p- 5:00p	EGOO-19021C	Ct	4/2	Mo	9:30a-12:30p 2:00p- 5:00p
GOOG-19071K	Mk	4/7	Th	9:30a-12:30p	EGOO-19041K	Mk	4/4	Th	9:30a-12:30p 2:00p- 5:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
7. Analyzing Site Performance with Google Analytics				SEO-19051C	Ct 22/5	We	9:30a-12:30p 2:00p- 5:00p
<i>\$1200, 1 day or 2 evenings</i>				SEO-6D4C	Ct 25/5	Sa	10:00a- 1:00p 2:00p- 5:00p
AGA-24C23C	Ct 20,22/11	Tu,Th	7:00p-10:00p	SEO-19071K	Mk 15/7	Mo	9:30a-12:30p 2:00p- 5:00p
AGA-6D34K	Mk 8/12	Sa	10:00a- 1:00p 2:00p- 5:00p	SEO-19091C	Ct 4/9	We	9:30a-12:30p 2:00p- 5:00p
AGA-35C14K	Mk 12,14/12	We,Fr	7:00p-10:00p	9. Effective Use of Microsoft Office in Business (CEF Approved)			
*AGA-6D35E	Ct 29/12 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	<i>\$3750 x 2 monthly instalments (total \$7500, \$1500 after 80% CEF reimbursement) 48 hours in 16 sessions</i>			
*AGA-13C34E	Ct 7,9/1 (Eng)	Mo,We	7:00p-10:00p	COFB-6D1K	Mk 1/12 to 26/1	Sa	10:00a- 1:00p 2:00p- 5:00p
AGA-35C19C	Ct 18,23/1	Fr,We	7:00p-10:00p	COFB-52D14C	Ct 14/12 to 15/1	Fr,Tu	9:45a-12:45p 2:00p- 5:00p
AGA-19011C	Ct 23/1	We	9:30a-12:30p 2:00p- 5:00p	COFB-6D5C	Ct 5/1 to 23/2	Sa	10:00a- 1:00p 2:00p- 5:00p
AGA-6D29K	Mk 26/1	Sa	10:00a- 1:00p 2:00p- 5:00p	COFB-35D32K	Mk 16/1 to 13/2	We,Fr	9:45a-12:45p 2:00p- 5:00p
AGA-42C3K	Mk 31/1; 12/2	Th,Tu	7:00p-10:00p	COFB-14D18C	Ct 18/2 to 14/3	Mo,Th	9:45a-12:45p 2:00p- 5:00p
AGA-6D12C	Ct 9/2	Sa	10:00a- 1:00p 2:00p- 5:00p	COFB-14D11K	Mk 11/3 to 4/4	Mo,Th	10:00a- 1:00p 2:00p- 5:00p
*AGA-6D49E	Ct 16/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	COFB-24C9C	Ct 9/4 to 30/5	Tu,Th	7:00p-10:00p
*AGA-52C1E	Ct 5,8/3 (Eng)	Tu,Fr	7:00p-10:00p	COFB-35D24C	Ct 24/4 to 22/5	We,Fr	9:45a-12:45p 2:00p- 5:00p
AGA-14C11C	Ct 11,14/3	Mo,Th	7:00p-10:00p	<i>\$2500 x 3 monthly instalments (total \$7500, \$1500 after 80% CEF reimbursement) 48 hours in 16 sessions</i>			
AGA-6D16K	Mk 16/3	Sa	10:00a- 1:00p 2:00p- 5:00p	COFC-14C26K	Mk 26/11 to 24/1	Mo,Th	7:00p-10:00p
AGA-19031K	Mk 18/3	Mo	9:30a-12:30p 2:00p- 5:00p	COFC-25C11C	Ct 11/12 to 12/2	Tu,Fr	7:00p-10:00p
AGA-53C1K	Mk 29/3; 3/4	Fr,We	7:00p-10:00p	*COFC-6D32E	Ct 12/1 to 2/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
*AGA-6D66E	Ct 13/4 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	COFC-35C32K	Mk 16/1 to 13/3	We,Fr	7:00p-10:00p
*AGA-14C1E	Ct 2,6/5 (Eng)	Th,Mo	7:00p-10:00p	*COFC-52C25E	Ct 25/1 to 22/3 (Eng)	Fr,Tu	7:00p-10:00p
AGA-19051C	Ct 2/5	Th	9:30a-12:30p 2:00p- 5:00p	COFC-13C11C	Ct 11/2 to 3/4	Mo,We	7:00p-10:00p
AGA-14C8C	Ct 9,16/5	Th	7:00p-10:00p	COFC-6D16K	Mk 16/2 to 6/4	Sa	10:00a- 1:00p 2:00p- 5:00p
AGA-6D6K	Mk 11/5	Sa	10:00a- 1:00p 2:00p- 5:00p	COFC-41C7K	Mk 7/3 to 2/5	Th,Mo	7:00p-10:00p
AGA-6D4C	Ct 1/6	Sa	10:00a- 1:00p 2:00p- 5:00p	*COFC-6D9E	Ct 9/3 to 4/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
AGA-19071K	Mk 25/7	Th	9:30a-12:30p 2:00p- 5:00p	*COFC-13C1E	Ct 1/4 to 3/6 (Eng)	Mo,We	7:00p-10:00p
AGA-19091C	Ct 19/9	Th	9:30a-12:30p 2:00p- 5:00p	COFC-6D13K	Mk 13/4 to 8/6	Sa	10:00a- 1:00p 2:00p- 5:00p
8. Search Engine Optimization (SEO)				10. Business Analysis with Microsoft Excel (CEF Approved)			
<i>\$1200, 1 day or 2 evenings</i>				<i>\$3225 x 2 monthly instalments (total \$6450, \$1290 after 80% CEF reimbursement), 30 hours in 10 sessions</i>			
SEO-24C23C	Ct 13,15/11	Tu,Th	7:00p-10:00p	CBAB-42C22C	Ct 22/11 to 27/12	Th,Tu	7:00p-10:00p
SEO-6D34K	Mk 1/12	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-25C11K	Mk 11/12 to 18/1	Tu,Fr	7:00p-10:00p
SEO-35C14K	Mk 5,7/12	We,Fr	7:00p-10:00p	*CBAB-6D15E	Ct 15/12 to 19/1 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
*SEO-6D35E	Ct 15/12 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-25C8E	Ct 8/1 to 12/2 (Eng)	Tu,Fr	7:00p-10:00p
SEO-19011C	Ct 2/1	We	9:30a-12:30p 2:00p- 5:00p	CBAB-6D19K	Mk 19,26/1; 2,9,16/2	Sa	10:00a- 1:00p 2:00p- 5:00p
SEO-35C19C	Ct 11,16/1	Fr,We	7:00p-10:00p	CBAB-13C21C	Ct 21/1 to 27/2	Mo,We	7:00p-10:00p
SEO-6D29K	Mk 19/1	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-53C1K	Mk 1/2 to 8/3	Fr,We	7:00p-10:00p
SEO-42C3K	Mk 24,29/1	Th,Tu	7:00p-10:00p	*CBAB-6D16E	Ct 16,23/2; 2,9,16/3 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
SEO-6D12C	Ct 2/2	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-24C43E	Ct 26/2 to 28/3 (Eng)	Tu,Th	7:00p-10:00p
*SEO-6D49E	Ct 9/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	CBAB-6D34K	Mk 2,9,16,23,30/3	Sa	10:00a- 1:00p 2:00p- 5:00p
*SEO-52C1E	Ct 26/2; 1/3 (Eng)	Tu,Fr	7:00p-10:00p	CBAB-24C12C	Ct 12/3 to 11/4	Tu,Th	7:00p-10:00p
SEO-14C11C	Ct 4,7/3	Mo,Th	7:00p-10:00p	CBAB-14C1K	Mk 1/4 to 6/5	Mo,Th	7:00p-10:00p
SEO-6D16K	Mk 9/3	Sa	10:00a- 1:00p 2:00p- 5:00p	*CBAB-13C15E	Ct 15/4 to 27/5 (Eng)	Mo,We	7:00p-10:00p
SEO-19031K	Mk 14/3	Th	9:30a-12:30p 2:00p- 5:00p	*CBAB-6D04E	Ct 4,11,18,25/5; 1/6 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
SEO-53C1K	Mk 22,27/3	Fr,We	7:00p-10:00p	<i>\$2150 x 3 monthly instalments (total \$6450, \$1290 after 80% CEF reimbursement), 30 hours in 10 sessions</i>			
*SEO-6D66E	Ct 6/4 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p				
*SEO-14C1E	Ct 25,29/4 (Eng)	Th,Mo	7:00p-10:00p				
SEO-14C8C	Ct 2,6/5	Th,Mo	7:00p-10:00p				
SEO-6D6K	Mk 4/5	Sa	10:00a- 1:00p 2:00p- 5:00p				

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
11. Spreadsheet Modeling in Corporate Finance (CEF Approved)				*CMKB-13C34E	Ct 3/12 to 14/1 (Eng)	Mo,We	7:00p-10:00p
<i>\$3450 x 2 monthly instalments (total \$6900, \$1380 after 80% CEF reimbursement), 30 hours in 10 sessions</i>				CMKB-35C19C	Ct 19/12 to 23/1	We,Fr	7:00p-10:00p
CSSB-41C27C	Ct 27/12 to 31/1	Th,Mo	7:00p-10:00p	CMKB-6D29K	Mk 29/12; 5,12,19,26/1	Sa	10:00a- 1:00p 2:00p- 5:00p
CSSB-6D5K	Mk 5,12,19,26/1; 2/2	Sa	10:00a- 1:00p 2:00p- 5:00p	CMKB-42C3K	Mk 3/1 to 12/2	Th,Tu	7:00p-10:00p
CSSB-35C20K	Mk 20/2 to 22/3	We,Fr	7:00p-10:00p	CMKB-6D12C	Ct 12,19,26/1; 2,9/2	Sa	10:00a- 1:00p 2:00p- 5:00p
CSSB-35C6C	Ct 6/3 to 10/4	We,Fr	7:00p-10:00p	*CMKB-6D49E	Ct 19,26/1; 2,9,16/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
CSSB-6D6K	Mk 6,13,27/4; 4,11/5	Sa	10:00a- 1:00p 2:00p- 5:00p	*CMKB-52C1E	Ct 1/2 to 8/3 (Eng)	Fr,Tu	7:00p-10:00p
CSSB-14C6K	Mk 6/5 to 10/6	Mo,Th	7:00p-10:00p	CMKB-14C11C	Ct 11/2 to 14/3	Mo,Th	7:00p-10:00p
12. Financial Modeling with Excel VBA (CEF Approved)				CMKB-6D16K	Mk 16,23/2; 2,9,16/3	Sa	10:00a- 1:00p 2:00p- 5:00p
<i>\$2600 x 3 monthly instalments (total \$7800, \$1560 after 80% CEF reimbursement), 39 hours in 13 sessions</i>				CMKB-53C1K	Mk 1/3 to 3/4	Fr,We	7:00p-10:00p
*CVBC-53C16E	Ct 16/11 to 2/1 (Eng)	Fr,We	7:00p-10:00p	*CMKB-6D66E	Ct 16/3 to 13/4 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p
CVBC-53C23C	Ct 23/11 to 9/1	Fr,We	7:00p-10:00p	*CMKB-14C1E	Ct 1/4 to 6/5 (Eng)	Mo,Th	7:00p-10:00p
CVBC-6D29K	Mk 29/12 to 9/2	Sa	10:00a- 1:00p 2:00p- 5:00p	CMKB-6D6K	Mk 6,13,27/4; 4,11/5	Sa	10:00a- 1:00p 2:00p- 5:00p
*CVBC-14C14E	Ct 14/1 to 4/3 (Eng)	Mo,Th	7:00p-10:00p	CMKB-14C8C	Ct 8/4 to 16/5	Mo,Th	7:00p-10:00p
CVBC-24C35C	Ct 15/1 to 5/3	Tu,Th	7:00p-10:00p	CMKB-6D4C	Ct 4,11,18,25/5; 1/6	Sa	10:00a- 1:00p 2:00p- 5:00p
CVBC-41C17K	Mk 17/1 to 7/3	Th,Mo	7:00p-10:00p	15. Solving Common PC Problems			
CVBC-35C34K	Mk 13/3 to 3/5	We,Fr	7:00p-10:00p	<i>\$1100, 1 day</i>			
<i>\$3900 x 2 monthly instalments (total \$7800, \$1560 after 80% CEF reimbursement), 39 hours in 13 sessions</i>				ESP0-18111K	Mk 26/11	Mo	9:30a-12:30p 2:00p- 5:00p
CVBB-35C5K	Mk 5/12 to 18/1	We,Fr	7:00p-10:00p	ESP0-19011C	Ct 24/1	Th	9:30a-12:30p 2:00p- 5:00p
*CVBB-6D15E	Ct 15,29/12; 5/1 (Eng)	Sa	10:00a- 1:00p	ESP0-19031K	Mk 28/3	Th	9:30a-12:30p 2:00p- 5:00p
	15,29/12; 26/1 (Eng)	Sa	2:00p- 5:00p	ESP0-19051C	Ct 23/5	Th	9:30a-12:30p 2:00p- 5:00p
	5,12,19/1 (Eng)	Sa	2:00p- 5:30p	ESP0-19071K	Mk 22/7	Mo	9:30a-12:30p 2:00p- 5:00p
	12,19,26/1 (Eng)	Sa	9:30a- 1:00p	ESP0-19091C	Ct 6/9	Fr	9:30a-12:30p 2:00p- 5:00p
*CVBB-6D9E	Ct 9/2 to 23/3 (Eng)	Sa	10:00a- 1:00p	ESP0-19111K	Mk 6/11	We	9:30a-12:30p 2:00p- 5:00p
	9/2 to 16/3 (Eng)	Sa	2:00p- 5:00p	16. Workshop on Networking Fundamentals			
CVBB-6D32K	Mk 2/3 to 13/4	Sa	10:00a- 1:00p	<i>\$2800, 2 days</i>			
	2,9,16,23,30/3; 6/4	Sa	2:00p- 5:00p	EN01-18121K	Mk 3,4/12	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
*CVBB-25C32E	Ct 5/3 to 23/4 (Eng)	Tu,Fr	7:00p-10:00p	EN01-19021C	Ct 27,28/2	We,Th	9:30a-12:30p 2:00p- 5:00p
CVBB-25C5C	Ct 5/3 to 23/4	Tu,Fr	7:00p-10:00p	EN01-19041K	Mk 23,24/4	Tu,We	9:30a-12:30p 2:00p- 5:00p
*CVBB-6D56E	Ct 6/4 to 25/5 (Eng)	Sa	10:00a- 1:00p	EN01-19061C	Ct 3,4/6	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
	6/4 to 18/5 (Eng)	Sa	2:00p- 5:00p	EN01-19081K	Mk 26,27/8	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
13. Database Management with Microsoft Access (CEF Approved)				EN01-19101C	Ct 2,3/10	We,Th	9:30a-12:30p 2:00p- 5:00p
<i>\$3225 x 2 monthly instalments (total \$6450, \$1290 after 80% CEF reimbursement), 30 hours in 10 sessions</i>				17. Microsoft Outlook 2013			
CIMB-13C19C	Ct 19/11 to 19/12	Mo,We	7:00p-10:00p	<i>\$1100, 1 day</i>			
CIMB-35C32K	Mk 2/1 to 1/2	We,Fr	7:00p-10:00p	NO13-18121K	Mk 18/12	Tu	9:30a-12:30p 2:00p- 5:00p
CIMB-6D36K	Mk 5,12,19,26/1; 2/2	Sa	10:00a- 1:00p 2:00p- 5:00p	NO13-19011C	Ct 7/1	Mo	9:30a-12:30p 2:00p- 5:00p
*CIMB-6D12E	Ct 12,19,26/1; 2,9/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	NO13-19021K	Mk 14/2	Th	9:30a-12:30p 2:00p- 5:00p
*CIMB-35C16E	Ct 16/1 to 20/2 (Eng)	We,Fr	7:00p-10:00p	NO13-19031C	Ct 5/3	Tu	9:30a-12:30p 2:00p- 5:00p
CIMB-25C22C	Ct 22/1 to 26/2	Tu,Fr	7:00p-10:00p	NO13-19041K	Mk 25/4	Th	9:30a-12:30p 2:00p- 5:00p
CIMB-6D2C	Ct 2,9,16,23,30/3	Sa	10:00a- 1:00p 2:00p- 5:00p	NO13-19051C	Ct 15/5	We	9:30a-12:30p 2:00p- 5:00p
CIMB-14C4K	Mk 4/3 to 4/4	Mo,Th	7:00p-10:00p	NO13-19061K	Mk 4/6	Tu	9:30a-12:30p 2:00p- 5:00p
*CIMB-24C59E	Ct 19/3 to 18/4 (Eng)	Tu,Th	7:00p-10:00p	NO13-19071C	Ct 8/7	Mo	9:30a-12:30p 2:00p- 5:00p
CIMB-24C2C	Ct 2/4 to 2/5	Tu,Th	7:00p-10:00p	14. Diploma in e-Shop Creation and Digital Marketing (CEF Approved)			
*CIMB-6D13E	Ct 13/4 to 18/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	<i>\$3000 x 2 monthly instalments (total \$6000, \$1200 after 80% CEF reimbursement), 30 hours in 10 sessions</i>			
CIMB-6D4K	Mk 4,11,18,25/5; 1/6	Sa	10:00a- 1:00p 2:00p- 5:00p	CMKB-35C14K	Mk 14/11 to 14/12	We,Fr	7:00p-10:00p
CIMB-25C7K	Mk 7/5 to 11/6	Tu,Fr	7:00p-10:00p	*CMKB-6D35E	Ct 24/11 to 29/12 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time
NO13-19081K	Mk	23/8	Fr	9:30a-12:30p 2:00p- 5:00p	OFT6-19031C	Ct	14/3	Th	2:00p- 5:00p 9:30a-12:30p
NO13-19091C	Ct	23/9	Mo	9:30a-12:30p 2:00p- 5:00p	OFT6-19041K	Mk	3/4	We	9:30a-12:30p 2:00p- 5:00p
NO13-19101K	Mk	10/10	Th	9:30a-12:30p 2:00p- 5:00p	OFT6-19051K	Mk	3/5	Fr	9:30a-12:30p 2:00p- 5:00p
NO13-19111C	Ct	5/11	Tu	9:30a-12:30p 2:00p- 5:00p	OFT6-19061C	Ct	18/6	Tu	9:30a-12:30p 2:00p- 5:00p
18. Microsoft Windows 10					OFT6-19071K	Mk	17/7	We	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>					OFT6-19081K	Mk	14/8	We	9:30a-12:30p 2:00p- 5:00p
WN10-18121K	Mk	31/12	Mo	9:30a-12:30p 2:00p- 5:00p	OFT6-19091C	Ct	23/9	Mo	9:30a-12:30p 2:00p- 5:00p
WN10-19021C	Ct	19/2	Tu	9:30a-12:30p 2:00p- 5:00p	OFT6-19101K	Mk	9/10	We	9:30a-12:30p 2:00p- 5:00p
WN10-19041K	Mk	24/4	We	9:30a-12:30p 2:00p- 5:00p	23. Tips and Tricks in Word, Excel and PowerPoint 2010/2007				
WN10-19061C	Ct	20/6	Th	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day</i>				
WN10-19081K	Mk	22/8	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18111K	Mk	28/11	We	9:30a-12:30p 2:00p- 5:00p
WN10-19101C	Ct	3/10	Th	9:30a-12:30p 2:00p- 5:00p	OFT0-18121C	Ct	11/12	Tu	9:30a-12:30p 2:00p- 5:00p
19. Mastering Acrobat DC Professional					24. Collaboration between Word, Excel and PowerPoint 2016				
<i>\$1100, 1 day</i>					<i>\$1100, 1 day</i>				
EABC-19011C	Ct	8/1	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-18121C	Ct	19/12	We	9:30a-12:30p 2:00p- 5:00p
EABC-19021K	Mk	20/2	We	9:30a-12:30p 2:00p- 5:00p	CWEP-19011K	Mk	7/1	Mo	9:30a-12:30p 2:00p- 5:00p
EABC-19031C	Ct	27/3	We	9:30a-12:30p 2:00p- 5:00p	CWEP-19021C	Ct	15/2	Fr	9:30a-12:30p 2:00p- 5:00p
EABC-19041K	Mk	25/4	Th	9:30a-12:30p 2:00p- 5:00p	CWEP-19031K	Mk	11/3	Mo	9:30a-12:30p 2:00p- 5:00p
EABC-19051C	Ct	17/5	Fr	9:30a-12:30p 2:00p- 5:00p	CWEP-19041C	Ct	9/4	Tu	9:30a-12:30p 2:00p- 5:00p
EABC-19061K	Mk	15/6	Sa	9:30a-12:30p 2:00p- 5:00p	CWEP-19051K	Mk	22/5	We	9:30a-12:30p 2:00p- 5:00p
EABC-19071C	Ct	13/7	Sa	9:30a-12:30p 2:00p- 5:00p	CWEP-19061C	Ct	19/6	We	9:30a-12:30p 2:00p- 5:00p
EABC-19081K	Mk	20/8	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-19071K	Mk	10/7	We	9:30a-12:30p 2:00p- 5:00p
EABC-19091C	Ct	17/9	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-19081C	Ct	13/8	Tu	9:30a-12:30p 2:00p- 5:00p
EABC-19101K	Mk	22/10	Tu	9:30a-12:30p 2:00p- 5:00p	CWEP-19091K	Mk	25/9	We	9:30a-12:30p 2:00p- 5:00p
20. Mastering Acrobat 11 Professional					CWEP-19101C	Ct	21/10	Mo	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day</i>					25. Microsoft Word 2016 for Beginners				
EAB6-18121K	Mk	18/12	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>				
21. Creating E-Forms with Microsoft Word, Excel 2016 and Adobe Acrobat DC					WD6I-6D15C	Ct	15/12	Sa	10:00a- 1:00p 2:00p- 5:00p
<i>\$1100, 1 day</i>					WD6I-45C20K	Mk	20,21/12	Th,Fr	7:00p-10:00p
EFRM-18111K	Mk	12/11	Mo	9:30a-12:30p 2:00p- 5:00p	WD6I-19011K	Mk	25/1	Fr	9:30a-12:30p 2:00p- 5:00p
EFRM-19011C	Ct	16/1	We	9:30a-12:30p 2:00p- 5:00p	WD6I-45C31C	Ct	31/1; 1/2	Th,Fr	7:00p-10:00p
EFRM-19031K	Mk	12/3	Tu	9:30a-12:30p 2:00p- 5:00p	WD6I-6A16K	Mk	16,23/2	Sa	10:00a- 1:00p
EFRM-19051C	Ct	16/5	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-19021K	Mk	25/2	Mo	9:30a-12:30p 2:00p- 5:00p
EFRM-19071K	Mk	26/7	Fr	9:30a-12:30p 2:00p- 5:00p	WD6I-6A16C	Ct	16,23/3	Sa	10:00a- 1:00p
EFRM-19091C	Ct	5/9	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-19031C	Ct	20/3	We	9:30a-12:30p 2:00p- 5:00p
22. Tips and Tricks in Word, Excel and PowerPoint 2016					WD6I-19051K	Mk	7/5	Tu	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day</i>					WD6I-19061C	Ct	28/6	Fr	9:30a-12:30p 2:00p- 5:00p
OFT6-19011K	Mk	17/1	Th	9:30a-12:30p 2:00p- 5:00p	WD6I-19071K	Mk	29/7	Mo	9:30a-12:30p 2:00p- 5:00p
OFT6-19021K	Mk	22/2	Fr	9:30a-12:30p	WD6I-19081K	Mk	27/8	Tu	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>
WD6I-19091C	Ct 25/9	We	9:30a-12:30p 2:00p- 5:00p	WD3A-35C2K	Mk 2,4/1	We,Fr	7:00p-10:00p
WD6I-19101K	Mk 30/10	We	9:30a-12:30p 2:00p- 5:00p	WD3A-19011K	Mk 16/1	We	9:30a-12:30p 2:00p- 5:00p
26. Microsoft Word 2016 for Advanced Users				WD3A-19021C	Ct 1/2	Fr	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>				WD3A-6A16K	Mk 16,23/2	Sa	10:00a- 1:00p
WD6A-24C27C	Ct 27,29/11	Tu,Th	7:00p-10:00p	WD3A-6A35C	Ct 16,23/2	Sa	10:00a- 1:00p
WD6A-51C14K	Mk 14,17/12	Fr,Mo	7:00p-10:00p	WD3A-19031K	Mk 25/3	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-6A12C	Ct 12,19/1	Sa	10:00a- 1:00p	WD3A-19041C	Ct 29/4	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-19011C	Ct 30/1	We	9:30a-12:30p 2:00p- 5:00p	WD3A-19051K	Mk 27/5	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-6A2K	Mk 2,9/2	Sa	10:00a- 1:00p	WD3A-19061C	Ct 25/6	Tu	9:30a-12:30p 2:00p- 5:00p
WD6A-19021C	Ct 27/2	We	9:30a-12:30p 2:00p- 5:00p	WD3A-19071K	Mk 26/7	Fr	9:30a-12:30p 2:00p- 5:00p
WD6A-45C28C	Ct 28/2; 1/3	Th,Fr	7:00p-10:00p	WD3A-19081C	Ct 19/8	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-19031K	Mk 8/3	Fr	9:30a-12:30p 2:00p- 5:00p	WD3A-19091K	Mk 5/9	Th	9:30a-12:30p 2:00p- 5:00p
WD6A-12C18K	Mk 18,19/3	Mo,Tu	7:00p-10:00p	WD3A-19101C	Ct 28/10	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-19041C	Ct 23/4	Tu	9:30a-12:30p 2:00p- 5:00p	29. Microsoft Word 2010 for Beginners			
WD6A-19051C	Ct 24/5	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
WD6A-19061K	Mk 3/6	Mo	9:30a-12:30p 2:00p- 5:00p	WR0I-18121K	Mk 5/12	We	9:30a-12:30p 2:00p- 5:00p
WD6A-19071C	Ct 3/7	We	9:30a-12:30p 2:00p- 5:00p	WR0I-19011C	Ct 10/1	Th	9:30a-12:30p 2:00p- 5:00p
WD6A-19081C	Ct 30/8	Fr	9:30a-12:30p 2:00p- 5:00p	WR0I-19021K	Mk 8/2	Fr	9:30a-12:30p 2:00p- 5:00p
WD6A-19091K	Mk 27/9	Fr	9:30a-12:30p 2:00p- 5:00p	WR0I-19031C	Ct 1/3	Fr	9:30a-12:30p 2:00p- 5:00p
WD6A-19101C	Ct 4/10	Fr	9:30a-12:30p 2:00p- 5:00p	WR0I-19041K	Mk 1/4	Mo	9:30a-12:30p 2:00p- 5:00p
WD6A-19111C	Ct 4/11	Mo	9:30a-12:30p 2:00p- 5:00p	WR0I-19051C	Ct 3/5	Fr	9:30a-12:30p 2:00p- 5:00p
27. Microsoft Word 2013 for Beginners				WR0I-19061K	Mk 5/6	We	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>				WR0I-19071C	Ct 5/7	Fr	9:30a-12:30p 2:00p- 5:00p
WD3I-18121C	Ct 7/12	Fr	9:30a-12:30p 2:00p- 5:00p	WR0I-19081K	Mk 2/8	Fr	9:30a-12:30p 2:00p- 5:00p
WD3I-6A15K	Mk 8,15/12	Sa	10:00a- 1:00p	WR0I-19091C	Ct 2/9	Mo	9:30a-12:30p 2:00p- 5:00p
WD3I-45C27C	Ct 27,28/12	Th,Fr	7:00p-10:00p	WR0I-19101K	Mk 2/10	We	9:30a-12:30p 2:00p- 5:00p
WD3I-19011K	Mk 21/1	Mo	9:30a-12:30p 2:00p- 5:00p	WR0I-19111C	Ct 1/11	Fr	9:30a-12:30p 2:00p- 5:00p
WD3I-13C28K	Mk 28,30/1	Mo,We	7:00p-10:00p	30. Microsoft Word 2010 for Advanced Users			
WD3I-19021C	Ct 15/2	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
WD3I-6A16C	Ct 16,23/2	Sa	10:00a- 1:00p	WW0A-18111K	Mk 27/11	Tu	9:30a-12:30p 2:00p- 5:00p
WD3I-19031K	Mk 15/3	Fr	9:30a-12:30p 2:00p- 5:00p	WW0A-18121C	Ct 27/12	Th	9:30a-12:30p 2:00p- 5:00p
WD3I-6A16K	Mk 16,23/3	Sa	10:00a- 1:00p	WW0A-19011C	Ct 3/1	Th	9:30a-12:30p 2:00p- 5:00p
WD3I-19041C	Ct 25/4	Th	9:30a-12:30p 2:00p- 5:00p	WW0A-19021K	Mk 21/2	Th	9:30a-12:30p 2:00p- 5:00p
WD3I-19051K	Mk 21/5	Tu	9:30a-12:30p 2:00p- 5:00p	WW0A-19031C	Ct 13/3	We	9:30a-12:30p 2:00p- 5:00p
WD3I-19061C	Ct 12/6	We	9:30a-12:30p 2:00p- 5:00p	WW0A-19041K	Mk 8/4	Mo	9:30a-12:30p 2:00p- 5:00p
WD3I-19071K	Mk 10/7	We	9:30a-12:30p 2:00p- 5:00p	WW0A-19051C	Ct 10/5	Fr	2:00p- 5:00p 9:30a-12:30p
WD3I-19081C	Ct 14/8	We	9:30a-12:30p 2:00p- 5:00p	WW0A-19061K	Mk 14/6	Fr	9:30a-12:30p 2:00p- 5:00p
WD3I-19091K	Mk 11/9	We	9:30a-12:30p 2:00p- 5:00p	WW0A-19071C	Ct 15/7	Mo	9:30a-12:30p 2:00p- 5:00p
WD3I-19101C	Ct 14/10	Mo	9:30a-12:30p 2:00p- 5:00p	WW0A-19081K	Mk 9/8	Fr	9:30a-12:30p 2:00p- 5:00p
WD3I-19111K	Mk 7/11	Th	9:30a-12:30p 2:00p- 5:00p	28. Microsoft Word 2013 for Advanced Users			
<i>\$1100, 1 day or 2 evenings</i>				28. Microsoft Word 2013 for Advanced Users			
WD3A-18121K	Mk 12/12	We	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
WD3A-45C27C	Ct 27,28/12	Th,Fr	7:00p-10:00p	28. Microsoft Word 2013 for Advanced Users			

Course	Centre	Dates	Day	Time	Course	Centre	Dates	Day	Time	
WW0A-19091C	Ct	9/9	Mo	9:30a-12:30p 2:00p- 5:00p	35. PowerPivot for Microsoft Excel 2010 <i>\$1400, 1 day or 2 evenings</i>					
WW0A-19101K	Mk	16/10	We	9:30a-12:30p 2:00p- 5:00p		PP10-13C3C	Ct	3,5/12	Mo,We	7:00p-10:00p
31. Powerful Techniques in Using Microsoft Word 2016 <i>\$1100, 1 day</i>						PP10-6A29C	Ct	29/12; 5/1	Sa	10:00a- 1:00p
PTU6-19011K	Mk	23/1	We	9:30a-12:30p 2:00p- 5:00p		PP10-6A34K	Mk	5,12/1	Sa	10:00a- 1:00p
PTU6-19021K	Mk	18/2	Mo	9:30a-12:30p 2:00p- 5:00p		PP10-13C32K	Mk	18,20/2	Mo,We	7:00p-10:00p
PTU6-19031C	Ct	29/3	Fr	9:30a-12:30p 2:00p- 5:00p	PP10-24C26C	Ct	26,28/2	Tu,Th	7:00p-10:00p	
PTU6-19041C	Ct	30/4	Tu	9:30a-12:30p 2:00p- 5:00p	36. Mastering Excel 2016 Pivot Tables <i>\$1100, 1 day or 2 evenings</i>					
PTU6-19051K	Mk	30/5	Th	9:30a-12:30p 2:00p- 5:00p	MPT6-OGC01K	Mk	20/11	Tu	9:00a-12:30p 2:00p- 5:30p	
PTU6-19061K	Mk	17/6	Mo	9:30a-12:30p 2:00p- 5:00p	MPT6-45C29K	Mk	29,30/11	Th,Fr	7:00p-10:00p	
PTU6-19071C	Ct	24/7	We	9:30a-12:30p 2:00p- 5:00p	MPT6-45C3C	Ct	3,4/1	Th,Fr	7:00p-10:00p	
PTU6-19081C	Ct	6/8	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-6A12K	Mk	12,19/1	Sa	10:00a- 1:00p	
PTU6-19091K	Mk	16/9	Mo	9:30a-12:30p 2:00p- 5:00p	MPT6-19011C	Ct	17/1	Th	9:30a-12:30p 2:00p- 5:00p	
PTU6-19101K	Mk	22/10	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-19021C	Ct	13/2	We	9:30a-12:30p 2:00p- 5:00p	
32. Powerful Techniques in Using Microsoft Word 2010/2007 <i>\$1100, 1 day</i>					MPT6-6A16C	Ct	16,23/2	Sa	10:00a- 1:00p	
PTU0-18111K	Mk	20/11	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-24C26K	Mk	26,28/2	Tu,Th	7:00p-10:00p	
PTU0-18121C	Ct	11/12	Tu	9:30a-12:30p 2:00p- 5:00p	MPT6-19031K	Mk	28/3	Th	9:30a-12:30p 2:00p- 5:00p	
33. Chinese Input Method - Changjie <i>\$1100, 1 day or 2 evenings</i>					MPT6-19051C	Ct	29/5	We	9:30a-12:30p 2:00p- 5:00p	
IC01-18111K	Mk	30/11	Fr	9:30a-12:30p 2:00p- 5:00p	MPT6-19061K	Mk	18/6	Tu	9:30a-12:30p 2:00p- 5:00p	
IC01-18121C	Ct	12/12	We	9:30a-12:30p 2:00p- 5:00p	MPT6-19071C	Ct	30/7	Tu	9:30a-12:30p 2:00p- 5:00p	
IC01-19011K	Mk	23/1	We	9:30a-12:30p 2:00p- 5:00p	MPT6-19081C	Ct	1/8	Th	9:30a-12:30p 2:00p- 5:00p	
IC01-19021C	Ct	18/2	Mo	9:30a-12:30p 2:00p- 5:00p	MPT6-19091K	Mk	18/9	We	9:30a-12:30p 2:00p- 5:00p	
IC01-19031K	Mk	15/3	Fr	9:30a-12:30p 2:00p- 5:00p	MPT6-19101C	Ct	24/10	Th	9:30a-12:30p 2:00p- 5:00p	
IC01-19041C	Ct	4/4	Th	9:30a-12:30p 2:00p- 5:00p	37. Mastering Excel 2013 Pivot Tables <i>\$1100, 1 day or 2 evenings</i>					
IC01-19051K	Mk	24/5	Fr	9:30a-12:30p 2:00p- 5:00p	MPT3-13C19K	Mk	19,26/11	Mo	7:00p-10:00p	
IC01-19061C	Ct	10/6	Mo	9:30a-12:30p 2:00p- 5:00p	MPT3-18111C	Ct	21/11	We	9:30a-12:30p 2:00p- 5:00p	
IC01-19071K	Mk	29/7	Mo	9:30a-12:30p 2:00p- 5:00p	MPT3-45C22C	Ct	22,23/11	Th,Fr	7:00p-10:00p	
IC01-19081C	Ct	16/8	Fr	9:30a-12:30p 2:00p- 5:00p	MPT3-18121K	Mk	21/12	Fr	9:30a-12:30p 2:00p- 5:00p	
IC01-19091K	Mk	20/9	Fr	9:30a-12:30p 2:00p- 5:00p	MPT3-6A29K	Mk	29/12; 5/1	Sa	10:00a- 1:00p	
IC01-19101C	Ct	16/10	We	9:30a-12:30p 2:00p- 5:00p	MPT3-6A12C	Ct	12,19/1	Sa	10:00a- 1:00p	
34. Chinese Input Method - Quick (速成中文輸入法) <i>\$1100, 1 day</i>					MPT3-19011C	Ct	29/1	Tu	9:30a-12:30p 2:00p- 5:00p	
IQ01-18121C	Ct	28/12	Fr	9:30a-12:30p 2:00p- 5:00p	MPT3-35C13K	Mk	13,15/2	We,Fr	7:00p-10:00p	
IQ01-19031K	Mk	26/3	Tu	9:30a-12:30p 2:00p- 5:00p	MPT3-19021C	Ct	28/2	Th	9:30a-12:30p 2:00p- 5:00p	
IQ01-19061C	Ct	27/6	Th	9:30a-12:30p 2:00p- 5:00p	MPT3-45C7C	Ct	7,8/3	Th,Fr	7:00p-10:00p	
IQ01-19091K	Mk	5/9	Th	9:30a-12:30p 2:00p- 5:00p	MPT3-19031K	Mk	18/3	Mo	9:30a-12:30p 2:00p- 5:00p	
					MPT3-6A30K	Mk	30/3; 6/4	Sa	10:00a- 1:00p	
					MPT3-19041C	Ct	23/4	Tu	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19051C	Ct	14/5	Tu	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19061K	Mk	27/6	Th	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19071C	Ct	4/7	Th	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19081C	Ct	20/8	Tu	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19091K	Mk	26/9	Th	9:30a-12:30p 2:00p- 5:00p	
					MPT3-19101C	Ct	11/10	Fr	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 Pivot Tables				40. Using Excel 2013 Functions Effectively			
<i>\$1100, 1 day or 2 evenings</i>				<i>\$1100, 1 day or 2 evenings</i>			
MPT0-18121C	Ct 5/12	We	9:30a-12:30p 2:00p- 5:00p	SEFF-19102C	Ct 25/10	Fr	9:30a-12:30p 2:00p- 5:00p
MPT0-19011K	Mk 9/1	We	9:30a-12:30p 2:00p- 5:00p	41. Using Excel 2010 Functions Effectively			
MPT0-19021K	Mk 8/2	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
MPT0-19031C	Ct 4/3	Mo	9:30a-12:30p 2:00p- 5:00p	SEF3-18111C	Ct 29/11	Th	9:30a-12:30p 2:00p- 5:00p
MPT0-19051K	Mk 16/5	Th	9:30a-12:30p 2:00p- 5:00p	SEF3-18121K	Mk 13/12	Th	9:30a-12:30p 2:00p- 5:00p
MPT0-19061C	Ct 13/6	Th	9:30a-12:30p 2:00p- 5:00p	42. Using Excel 2010 Formulas and Functions in Business Analysis			
MPT0-19071K	Mk 16/7	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
MPT0-19081K	Mk 7/8	We	9:30a-12:30p 2:00p- 5:00p	SEF0-18121C	Ct 17/12	Mo	9:30a-12:30p 2:00p- 5:00p
MPT0-19091C	Ct 12/9	Th	9:30a-12:30p 2:00p- 5:00p	43. Data Analysis with Microsoft Excel 2016			
MPT0-19101K	Mk 29/10	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
MPT0-19111K	Mk 5/11	Tu	9:30a-12:30p 2:00p- 5:00p	XL0F-6A34K	Mk 24/11	Sa	10:00a- 1:00p 2:00p- 5:00p
39. Using Excel Functions Effectively				XL0F-6A35C	Ct 24/11; 1/12	Sa	10:00a- 1:00p
<i>\$1100, 1 day or 2 evenings</i>				XL0F-12C17K	Mk 17,18/12	Mo,Tu	7:00p-10:00p
SEFF-6A34C	Ct 8,15/12	Sa	10:00a- 1:00p	XL0F-13C7C	Ct 7,9/1	Mo,We	7:00p-10:00p
SEFF-45C20K	Mk 20,21/12	Th,Fr	7:00p-10:00p	XL0F-51C8K	Mk 8,11/2	Fr,Mo	7:00p-10:00p
SEFF-19011K	Mk 3/1	Th	9:30a-12:30p 2:00p- 5:00p	XL0F-6A23C	Ct 23/2; 2/3	Sa	10:00a- 1:00p
SEFF-19012C	Ct 21/1	Mo	9:30a-12:30p 2:00p- 5:00p	XL0F-6A35K	Mk 23,30/3	Sa	10:00a- 1:00p
SEFF-45C24C	Ct 24,25/1	Th,Fr	7:00p-10:00p	44. Data Analysis with Microsoft Excel 2013			
SEFF-6A35K	Mk 9,16/2	Sa	10:00a- 1:00p	<i>\$1100, 1 day or 2 evenings</i>			
SEFF-19021K	Mk 11/2	Mo	9:30a-12:30p 2:00p- 5:00p	DAS6-6A34C	Ct 24/11; 1/12	Sa	10:00a- 1:00p
SEFF-6A35C	Ct 23/2; 2/3	Sa	10:00a- 1:00p	DAS6-HLD69C	Ct 3,10/12	Mo	7:00p-10:00p
SEFF-19022C	Ct 27/2	We	9:30a-12:30p 2:00p- 5:00p	DAS6-45C32K	Mk 27,28/12	Th,Fr	7:00p-10:00p
SEFF-19031K	Mk 4/3	Mo	9:30a-12:30p 2:00p- 5:00p	DAS6-24C8C	Ct 8,10/1	Tu,Th	7:00p-10:00p
SEFF-13C11C	Ct 11,13/3	Mo,We	7:00p-10:00p	DAS6-19011K	Mk 28/1	Mo	9:30a-12:30p 2:00p- 5:00p
SEFF-19032C	Ct 26/3	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-6A16K	Mk 16,23/2	Sa	10:00a- 1:00p
SEFF-45C28K	Mk 28,29/3	Th,Fr	7:00p-10:00p	DAS6-18021C	Ct 22/2	Fr	9:30a-12:30p 2:00p- 5:00p
SEFF-19041K	Mk 9/4	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-24C26C	Ct 26,28/2	Tu,Th	7:00p-10:00p
SEFF-19042C	Ct 30/4	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-19031K	Mk 6/3	We	9:30a-12:30p 2:00p- 5:00p
SEFF-19051K	Mk 8/5	We	9:30a-12:30p 2:00p- 5:00p	DAS6-19041C	Ct 24/4	We	9:30a-12:30p 2:00p- 5:00p
SEFF-19152C	Ct 28/5	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-19051K	Mk 28/5	Tu	9:30a-12:30p 2:00p- 5:00p
SEFF-19061K	Mk 13/6	Th	9:30a-12:30p 2:00p- 5:00p	DAS6-19061C	Ct 6/6	Th	9:30a-12:30p 2:00p- 5:00p
SEFF-19062C	Ct 25/6	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-19071K	Mk 9/7	Tu	9:30a-12:30p 2:00p- 5:00p
SEFF-19071K	Mk 11/7	Th	9:30a-12:30p 2:00p- 5:00p	DAS6-19081C	Ct 8/8	Th	9:30a-12:30p 2:00p- 5:00p
SEFF-19072C	Ct 23/7	Tu	9:30a-12:30p 2:00p- 5:00p	DAS6-19091K	Mk 30/9	Mo	9:30a-12:30p 2:00p- 5:00p
SEFF-19081K	Mk 8/8	Th	9:30a-12:30p 2:00p- 5:00p	DAS6-19101C	Ct 9/10	We	9:30a-12:30p 2:00p- 5:00p
SEFF-19082C	Ct 27/8	Tu	9:30a-12:30p 2:00p- 5:00p	44. Data Analysis with Microsoft Excel 2013			
SEFF-19091K	Mk 10/9	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
SEFF-19092C	Ct 24/9	Tu	9:30a-12:30p 2:00p- 5:00p	DAS3-18111K	Mk 27/11	Tu	9:30a-12:30p 2:00p- 5:00p
SEFF-19101K	Mk 10/10	Th	9:30a-12:30p 2:00p- 5:00p	DAS3-18121C	Ct 3/12	Mo	9:30a-12:30p 2:00p- 5:00p
				DAS3-6A35K	Mk 29/12	Sa	10:00a- 1:00p 2:00p- 5:00p
				DAS3-19011K	Mk 4/1	Fr	9:30a-12:30p 2:00p- 5:00p
				DAS3-35C9C	Ct 9,11/1	We,Fr	7:00p-10:00p
				DAS3-19021C	Ct 4/2	Mo	9:30a-12:30p 2:00p- 5:00p
				DAS3-35C13K	Mk 13,15/2	We,Fr	7:00p-10:00p
				DAS3-6A2C	Ct 2,9/3	Sa	10:00a- 1:00p
				DAS3-19031K	Mk 26/3	Tu	9:30a-12:30p 2:00p- 5:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
DAS3-6A36K	Mk 30/3; 6/4	Sa	10:00a - 1:00p	X0BI-45C14K	Mk 14,15/2	Th,Fr	7:00p-10:00p
DAS3-19041C	Ct 9/4	Tu	9:30a-12:30p 2:00p- 5:00p	X0BI-12C18C	Ct 18,19/3	Mo,Tu	7:00p-10:00p
DAS3-19051K	Mk 9/5	Th	9:30a-12:30p 2:00p- 5:00p	X0BI-6A35K	Mk 30/3; 6/4	Sa	10:00a- 1:00p
DAS3-19061C	Ct 26/6	We	9:30a-12:30p 2:00p- 5:00p	49. Building Professional Charts with Microsoft Excel 2016			
DAS3-19071K	Mk 25/7	Th	9:30a-12:30p 2:00p- 5:00p	<i>\$600, half-day</i>			
DAS3-19081C	Ct 28/8	We	9:30a-12:30p 2:00p- 5:00p	CPC6-19011K	Mk 14/1	Mo	9:30a-12:30p
DAS3-19091K	Mk 19/9	Th	9:30a-12:30p 2:00p- 5:00p	CPC6-19031C	Ct 12/3	Tu	9:30a-12:30p
DAS3-19101C	Ct 31/10	Th	9:30a-12:30p 2:00p- 5:00p	CPC6-19051K	Mk 17/5	Fr	9:30a-12:30p
DAS3-19111K	Mk 6/11	We	9:30a-12:30p 2:00p- 5:00p	CPC6-19071C	Ct 19/7	Fr	9:30a-12:30p
45. Data Analysis with Microsoft Excel 2010				CPC6-19091K	Mk 24/9	Tu	9:30a-12:30p
<i>\$1100, 1 day or 2 evenings</i>				50. What-if Analysis in Microsoft Excel 2016			
DAS0-18111C	Ct 16/11	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
DAS0-18121K	Mk 20/12	Th	9:30a-12:30p 2:00p- 5:00p	ANA6-12C19C	Ct 19,20/11	Mo,Tu	7:00p-10:00p
DAS0-19011C	Ct 8/1	Tu	9:30a-12:30p 2:00p- 5:00p	ANA6-13C17K	Mk 17,19/12	Mo,We	7:00p-10:00p
DAS0-19021K	Mk 20/2	We	9:30a-12:30p 2:00p- 5:00p	ANA6-6A5C	Ct 5,12/1	Sa	10:00a- 1:00p
DAS0-19031C	Ct 14/3	Th	9:30a-12:30p 2:00p- 5:00p	ANA6-24C32K	Mk 12,14/2	Tu,Th	7:00p-10:00p
DAS0-19041K	Mk 4/4	Th	9:30a-12:30p 2:00p- 5:00p	ANA6-24C26C	Ct 26,28/2	Tu,Th	7:00p-10:00p
DAS0-19051C	Ct 8/5	We	9:30a-12:30p 2:00p- 5:00p	ANA6-6A32K	Mk 6,13/4	Sa	10:00a- 1:00p
DAS0-19061K	Mk 11/6	Tu	9:30a-12:30p 2:00p- 5:00p	ANA6-23C23C	Ct 23,24/4	Tu,We	7:00p-10:00p
DAS0-19071C	Ct 11/7	Th	9:30a-12:30p 2:00p- 5:00p	51. Microsoft Excel 2016 for Beginners			
DAS0-19081K	Mk 16/8	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
DAS0-19091C	Ct 10/9	Tu	9:30a-12:30p 2:00p- 5:00p	*SX6I-12C26E	Ct 26,27/11 (Eng)	Mo,Tu	7:00p-10:00p
DAS0-19101K	Mk 18/10	Fr	9:30a-12:30p 2:00p- 5:00p	SX6I-6A1K	Mk 1,8/12	Sa	10:00a- 1:00p
46. Data Management with Microsoft Excel 2010				SX6I-12C17C	Ct 17,18/12	Mo,Tu	7:00p-10:00p
<i>\$1100, 1 day or 2 evenings</i>				SX6I-13C32K	Mk 14,16/1	Mo,We	7:00p-10:00p
DMM0-45C6K	Mk 6,7/12	Th,Fr	7:00p-10:00p	SX6I-19011K	Mk 22/1	Tu	9:30a-12:30p 2:00p- 5:00p
DMM0-6A37C	Ct 29/12	Sa	10:00a- 1:00p 2:00p- 5:00p	SX6I-51C8C	Ct 8,11/2	Fr,Mo	7:00p-10:00p
DMM0-6A26K	Mk 26/1; 2/2	Sa	10:00a- 1:00p	SX6I-19021C	Ct 12/2	Tu	9:30a-12:30p 2:00p- 5:00p
DMM0-45C32C	Ct 14,15/2	Th,Fr	7:00p-10:00p	SX6I-6A2K	Mk 2,9/3	Sa	10:00a- 1:00p
DMM0-51C32K	Mk 15,18/3	Fr,Mo	7:00p-10:00p	SX6I-6A23C	Ct 23,30/3	Sa	10:00a- 1:00p
DMM0-6A38C	Ct 30/3; 6/4	Sa	10:00a- 1:00p	SX6I-19031K	Mk 27/3	We	9:30a-12:30p 2:00p- 5:00p
47. Practical Excel Tips for Office Professionals 2010				SX6I-24C16K	Mk 16,18/4	Tu,Th	7:00p-10:00p
<i>\$1100, 1 day or 2 evenings</i>				SX6I-19051K	Mk 22/5	We	9:30a-12:30p 2:00p- 5:00p
PET0-45C6K	Mk 6,7/12	Th,Fr	7:00p-10:00p	SX6I-19061C	Ct 24/6	Mo	9:30a-12:30p 2:00p- 5:00p
PET0-18121C	Ct 10/12	Mo	9:30a-12:30p 2:00p- 5:00p	SX6I-19071K	Mk 22/7	Mo	9:30a-12:30p 2:00p- 5:00p
PET0-6A34C	Ct 15/12	Sa	10:00a- 1:00p 2:00p- 5:00p	SX6I-19081C	Ct 26/8	Mo	9:30a-12:30p 2:00p- 5:00p
PET0-12C28K	Mk 28,29/1	Mo,Tu	7:00p-10:00p	SX6I-19091K	Mk 23/9	Mo	9:30a-12:30p 2:00p- 5:00p
PET0-24C12C	Ct 12,14/2	Tu,Th	7:00p-10:00p	SX6I-19101C	Ct 23/10	We	9:30a-12:30p 2:00p- 5:00p
PET0-6A16K	Mk 16,23/3	Sa	10:00a- 1:00p	52. Microsoft Excel 2016 for Advanced Users			
PET0-6A30C	Ct 30/3; 6/4	Sa	10:00a- 1:00p	<i>\$1100, 1 day or 2 evenings</i>			
48. Business Intelligence with Microsoft Excel 2010/2007				SX6A-6A17C	Ct 17,24/11	Sa	10:00a- 1:00p
<i>\$1400, 1 day or 2 evenings</i>				SX6A-35C5K	Mk 5,7/12	We,Fr	7:00p-10:00p
X0BI-12C3C	Ct 3,4/12	Mo,Tu	7:00p-10:00p	*SX6A-6A68E	Ct 8,15/12 (Eng)	Sa	10:00a- 1:00p
X0BI-6A22K	Mk 29/12	Sa	10:00a- 1:00p 2:00p- 5:00p	SX6A-45C13C	Ct 13,14/12	Th,Fr	7:00p-10:00p
X0BI-6A26C	Ct 26/1; 2/2	Sa	10:00a- 1:00p	SX6A-19011K	Mk 15/1	Tu	9:30a-12:30p 2:00p- 5:00p
				SX6A-6A19K	Mk 19,26/1	Sa	10:00a- 1:00p
				*SX6A-51C25E	Ct 25,28/1 (Eng)	Fr,Mo	7:00p-10:00p
				SX6A-6A26C	Ct 26/1; 2/2	Sa	10:00a- 1:00p
				SX6A-19021C	Ct 11/2	Mo	9:30a-12:30p 2:00p- 5:00p
				SX6A-19031K	Mk 5/3	Tu	9:30a-12:30p 2:00p- 5:00p
				SX6A-45C7K	Mk 7,8/3	Th,Fr	7:00p-10:00p
				SX6A-35C13C	Ct 13,15/3	We,Fr	7:00p-10:00p
				*SX6A-6A16E	Ct 16,23/3 (Eng)	Sa	10:00a- 1:00p
				SX6A-6A27K	Mk 27/4; 4/5	Sa	10:00a- 1:00p
				SX6A-19051K	Mk 20/5	Mo	9:30a-12:30p 2:00p- 5:00p
				SX6A-19061C	Ct 21/6	Fr	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>
SX6A-19071K	Mk 2/7	Tu	2:00p - 5:00p 9:30a -12:30p	SX3A-19061C	Ct 4/6	Tu	2:00p - 5:00p 9:30a -12:30p
SX6A-19081C	Ct 5/8	Mo	2:00p - 5:00p 9:30a -12:30p	SX3A-19071K	Mk 18/7	Th	2:00p - 5:00p 9:30a -12:30p
SX6A-19091K	Mk 27/9	Fr	2:00p - 5:00p 9:30a -12:30p	SX3A-19081C	Ct 15/8	Th	2:00p - 5:00p 9:30a -12:30p
SX6A-19101C	Ct 15/10	Tu	2:00p - 5:00p 9:30a -12:30p	SX3A-19091K	Mk 4/9	We	2:00p - 5:00p 9:30a -12:30p
SX6A-19111K	Mk 4/11	Mo	2:00p - 5:00p 9:30a -12:30p	SX3A-19101C	Ct 3/10	Th	2:00p - 5:00p 9:30a -12:30p
53. Microsoft Excel 2013 for Beginners				55. Microsoft Excel 2010 for Beginners			
<i>\$1100, 1 day or 2 evenings</i>				<i>\$1100, 1 day or 2 evenings</i>			
SX3I-18121C	Ct 4/12	Tu	9:30a -12:30p 2:00p - 5:00p	SS0I-18121K	Mk 7/12	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-35C5C	Ct 5,7/12	We,Fr	7:00p -10:00p	SS0I-19011C	Ct 7/1	Mo	9:30a -12:30p 2:00p - 5:00p
SX3I-6A15K	Mk 8,15/12	Sa	10:00a - 1:00p	SS0I-19021K	Mk 1/2	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19011K	Mk 18/1	Fr	9:30a -12:30p 2:00p - 5:00p	SS0I-19031C	Ct 21/3	Th	9:30a -12:30p 2:00p - 5:00p
SX3I-6A19C	Ct 19,26/1	Sa	10:00a - 1:00p	SS0I-19051C	Ct 6/5	Mo	9:30a -12:30p 2:00p - 5:00p
SX3I-24C22K	Mk 22,24/1	Tu,Th	7:00p -10:00p	SS0I-19061K	Mk 19/6	We	9:30a -12:30p 2:00p - 5:00p
SX3I-19021C	Ct 25/2	Mo	9:30a -12:30p 2:00p - 5:00p	SS0I-19071C	Ct 12/7	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19031K	Mk 7/3	Th	9:30a -12:30p 2:00p - 5:00p	SS0I-19081K	Mk 13/8	Tu	9:30a -12:30p 2:00p - 5:00p
SX3I-6A34K	Mk 9,16/3	Sa	10:00a - 1:00p	SS0I-19091C	Ct 6/9	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-13C32C	Ct 11,13/3	Mo,We	7:00p -10:00p	SS0I-19101K	Mk 17/10	Th	9:30a -12:30p 2:00p - 5:00p
SX3I-19041C	Ct 2/4	Tu	9:30a -12:30p 2:00p - 5:00p	56. Microsoft Excel 2010 for Advanced Users			
SX3I-35C24K	Mk 24,26/4	We,Fr	7:00p -10:00p	<i>\$1100, 1 day or 2 evenings</i>			
SX3I-6A27C	Ct 27/4; 4/5	Sa	10:00a - 1:00p	SE0A-18111C	Ct 30/11	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19051K	Mk 31/5	Fr	9:30a -12:30p 2:00p - 5:00p	SE0A-18121K	Mk 28/12	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19061C	Ct 6/6	Th	9:30a -12:30p 2:00p - 5:00p	SE0A-19011C	Ct 11/1	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19071K	Mk 3/7	We	9:30a -12:30p 2:00p - 5:00p	SE0A-19021K	Mk 21/2	Th	9:30a -12:30p 2:00p - 5:00p
SX3I-19081C	Ct 2/8	Fr	9:30a -12:30p 2:00p - 5:00p	SE0A-19031C	Ct 29/3	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19091K	Mk 11/9	We	9:30a -12:30p 2:00p - 5:00p	SE0A-19051C	Ct 23/5	Th	9:30a -12:30p 2:00p - 5:00p
SX3I-19101C	Ct 4/10	Fr	9:30a -12:30p 2:00p - 5:00p	SE0A-19061K	Mk 28/6	Fr	9:30a -12:30p 2:00p - 5:00p
SX3I-19111K	Mk 7/11	Th	9:30a -12:30p 2:00p - 5:00p	SE0A-19071C	Ct 31/7	We	9:30a -12:30p 2:00p - 5:00p
54. Microsoft Excel 2013 for Advanced Users				SE0A-19081K	Mk 29/8	Th	9:30a -12:30p 2:00p - 5:00p
<i>\$1100, 1 day or 2 evenings</i>				SE0A-19091C	Ct 20/9	Fr	9:30a -12:30p 2:00p - 5:00p
SX3A-18111K	Mk 26/11	Mo	9:30a -12:30p 2:00p - 5:00p	SE0A-19101K	Mk 30/10	We	9:30a -12:30p 2:00p - 5:00p
SX3A-35C28K	Mk 28,30/11	We,Fr	7:00p -10:00p	57. Microsoft Excel 2013 Macro Programming with VBA			
SX3A-35C12C	Ct 12,14/12	We,Fr	7:00p -10:00p	<i>\$2600, 2 days or 4 evenings</i>			
SX3A-18121C	Ct 19/12	We	9:30a -12:30p 2:00p - 5:00p	*EEM6-53C16E	Ct 16,21,23,28/11 (Eng)	Fr,We	7:00p -10:00p
*SX3A-45C53E	Ct 27,28/12 (Eng)	Th,Fr	7:00p -10:00p	EEM6-53C23C	Ct 23,28,30/11; 5/12	Fr,We	7:00p -10:00p
SX3A-6A12K	Mk 12,19/1	Sa	10:00a - 1:00p	EEM6-35C5K	Mk 5,7,12,14/12	We,Fr	7:00p -10:00p
SX3A-24C22C	Ct 22,24/1	Tu,Th	7:00p -10:00p	*EEM6-6D15E	Ct 15,29/12 (Eng)	Sa	10:00a - 1:00p 2:00p - 5:00p
SX3A-19011K	Mk 24/1	Th	9:30a -12:30p 2:00p - 5:00p	EEM6-18121C	Ct 20,21/12	Th,Fr	9:30a -12:30p 2:00p - 5:00p
*SX3A-6A48E	Ct 9,16/2 (Eng)	Sa	10:00a - 1:00p	EEM6-6D29K	Mk 29/12; 5/1	Sa	10:00a - 1:00p 2:00p - 5:00p
SX3A-13C25K	Mk 25,27/2	Mo,We	7:00p -10:00p	EEM6-19011K	Mk 10,11/1	Th,Fr	9:30a -12:30p 2:00p - 5:00p
SX3A-19021C	Ct 26/2	Tu	9:30a -12:30p 2:00p - 5:00p				
SX3A-6A9C	Ct 9,16/3	Sa	10:00a - 1:00p				
SX3A-19031K	Mk 13/3	We	9:30a -12:30p 2:00p - 5:00p				
*SX3A-51C22E	Ct 22,25/3 (Eng)	Fr,Mo	7:00p -10:00p				
SX3A-24C9K	Mk 9,11/4	Tu,Th	7:00p -10:00p				
SX3A-24C23C	Ct 23,25/4	Tu,Th	7:00p -10:00p				
SX3A-19041C	Ct 26/4	Fr	9:30a -12:30p 2:00p - 5:00p				
SX3A-19051K	Mk 2/5	Th	9:30a -12:30p				

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
*EEM6-14C14E	Ct 14,17,21,24/1 (Eng)	Mo,Th	7:00p-10:00p	AXI7-13C33C	Ct 15,17,24,29/4	Mo,We	7:00p-10:00p
EEM6-24C35C	Ct 15,17,22,24/1	Tu,Th	7:00p-10:00p	60. Microsoft PowerPoint 2016 for Beginners			
EEM6-41C17K	Mk 17,21,24,28/1	Th,Mo	7:00p-10:00p	<i>\$1100, 1 day or 2 evenings</i>			
*EEM6-6D9E	Ct 9,16/2 (Eng)	Sa	10:00a- 1:00p	GR6I-51C23K	Mk 23,26/11	Fr,Mo	7:00p-10:00p
EEM6-19021C	Ct 18,19/2	Mo,Tu	2:00p- 5:00p	GR6I-6A22C	Ct 15/12	Sa	10:00a- 1:00p
EEM6-6D32K	Mk 2,9/3	Sa	9:30a-12:30p				2:00p- 5:00p
*EEM6-25C32E	Ct 5,8,12,15/3 (Eng)	Tu,Fr	2:00p- 5:00p	GR6I-24C8K	Mk 8,10/1	Tu,Th	7:00p-10:00p
EEM6-25C5C	Ct 5,8,12,15/3	Tu,Fr	7:00p-10:00p	GR6I-19011C	Ct 10/1	Th	9:30a-12:30p
EEM6-35C34K	Mk 13,15,20,22/3	We,Fr	2:00p- 5:00p	GR6I-19021K	Mk 5/2 (假日)	Tu	2:00p- 5:00p
EEM6-19031K	Mk 19,20/3	Tu,We	7:00p-10:00p	GR6I-24C12C	Ct 12,14/2	Tu,Th	9:30a-12:30p
*EEM6-6D56E	Ct 6,13/4 (Eng)	Sa	9:30a-12:30p	GR6I-6A23K	Mk 23/2; 2/3	Sa	2:00p- 5:00p
EEM6-19041C	Ct 8,9/4	Mo,Tu	2:00p- 5:00p	GR6I-19031C	Ct 19/3	Tu	7:00p-10:00p
EEM6-19051K	Mk 14,15/5	Tu,We	10:00a- 1:00p	GR6I-6D6C	Ct 6/4	Sa	10:00a- 1:00p
EEM6-19061C	Ct 20,21/6	Th,Fr	2:00p- 5:00p	GR6I-19051C	Ct 14/5	Tu	2:00p- 5:00p
EEM6-19071K	Mk 23,24/7	Tu,We	9:30a-12:30p	GR6I-19061K	Mk 12/6	We	9:30a-12:30p
EEM6-19081C	Ct 20,21/8	Tu,We	2:00p- 5:00p	GR6I-19071C	Ct 9/7	Tu	2:00p- 5:00p
EEM6-19091K	Mk 19,20/9	Th,Fr	9:30a-12:30p	GR6I-19081K	Mk 3/8	Sa	9:30a-12:30p
EEM6-19101C	Ct 9,10/10	We,Th	2:00p- 5:00p	GR6I-19091C	Ct 14/9 (假日)	Sa	2:00p- 5:00p
			9:30a-12:30p	GR6I-19101K	Mk 12/10	Sa	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
58. Microsoft Excel Dashboards & Reports 2013				61. Microsoft PowerPoint 2016 for Advanced Users			
<i>\$3100, 2 days or 4 evenings</i>				<i>\$1100, 1 day or 2 evenings</i>			
SEDR-18121K	Mk 6,7/12	Th,Fr	9:30a-12:30p	GT6A-6A24C	Ct 24/11; 1/12	Sa	10:00a- 1:00p
SEDR-13C10K	Mk 10,12,17,19/12	Mo,We	2:00p- 5:00p	GT6A-24C11K	Mk 11,13/12	Tu,Th	7:00p-10:00p
SEDR-53C28C	Ct 28/12; 2,4,9/1	Fr,We	7:00p-10:00p	GT6A-45C10C	Ct 10,11/1	Th,Fr	7:00p-10:00p
SEDR-19011C	Ct 14,15/1	Mo,Tu	7:00p-10:00p	GT6A-19011K	Mk 15/1	Tu	9:30a-12:30p
SEDR-6D19K	Mk 19,26/1	Sa	2:00p- 5:00p				2:00p- 5:00p
SEDR-24C12C	Ct 12,14,19,21/2	Tu,Th	10:00a- 1:00p	GT6A-6A26K	Mk 26/1; 2/2	Sa	10:00a- 1:00p
SEDR-19021K	Mk 14,15/2	Th,Fr	2:00p- 5:00p	GT6A-19021C	Ct 14/2	Th	9:30a-12:30p
SEDR-24C5K	Mk 5,7,12,14/3	Tu,Th	7:00p-10:00p				2:00p- 5:00p
SEDR-19031C	Ct 19,20/3	Tu,We	9:30a-12:30p	GT6A-6A23C	Ct 23/2; 2/3	Sa	10:00a- 1:00p
SEDR-42C28C	Ct 28/3; 2,4,9/4	Th,Tu	2:00p- 5:00p	GT6A-51C8K	Mk 8,11/3	Fr,Mo	7:00p-10:00p
SEDR-35C24K	Mk 24,26/4; 3,8/5	We,Fr	7:00p-10:00p	GT6A-19031C	Ct 23/3	Sa	9:30a-12:30p
SEDR-19041K	Mk 25,26/4	Th,Fr	2:00p- 5:00p				2:00p- 5:00p
SEDR-19051C	Ct 9,10/5	Th,Fr	7:00p-10:00p	GT6A-13C8C	Ct 8,10/4	Mo,We	7:00p-10:00p
SEDR-19061K	Mk 5,6/6	We,Th	9:30a-12:30p	GT6A-24C23K	Mk 23,25/4	Tu,Th	7:00p-10:00p
SEDR-19071C	Ct 15,16/7	Mo,Tu	2:00p- 5:00p	GT6A-19051C	Ct 30/5	Th	9:30a-12:30p
SEDR-19081K	Mk 21,22/8	We,Th	7:00p-10:00p				2:00p- 5:00p
SEDR-19091C	Ct 16,17/9	Mo,Tu	9:30a-12:30p	GT6A-19061C	Ct 27/6	Th	9:30a-12:30p
SEDR-19101K	Mk 21,22/10	Mo,Tu	2:00p- 5:00p				2:00p- 5:00p
			9:30a-12:30p	GT6A-19071K	Mk 25/7	Th	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
			9:30a-12:30p	GT6A-19081C	Ct 22/8	Th	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
			9:30a-12:30p	GT6A-19091C	Ct 24/9	Tu	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
			9:30a-12:30p	GT6A-19101K	Mk 25/10	Fr	9:30a-12:30p
			2:00p- 5:00p				2:00p- 5:00p
59. Access and Excel Integration with VBA 2010				62. Microsoft PowerPoint 2013 for Beginners			
<i>\$3100, 2 days or 4 evenings</i>				<i>\$1100, 1 day or 2 evenings</i>			
AXI7-13C19C	Ct 19,21,26,28/11	Mo,We	7:00p-10:00p	GR3I-45C22C	Ct 22,23/11	Th,Fr	7:00p-10:00p
AXI7-25C18K	Mk 18,21,28/12; 4/1	Tu,Fr	7:00p-10:00p	GR3I-18121C	Ct 5/12	We	9:30a-12:30p
AXI7-35C9C	Ct 9,11,16,18/1	We,Fr	2:00p- 5:00p				2:00p- 5:00p
AXI7-52C8K	Mk 8,12,15,19/2	Fr,Tu	7:00p-10:00p	GR3I-12C10K	Mk 10,11/12	Mo,Tu	7:00p-10:00p
AXI7-35C27C	Ct 27/2; 1,6,8/3	We,Fr	7:00p-10:00p	GR3I-6A12C	Ct 12,19/1	Sa	10:00a- 1:00p
AXI7-6D23K	Mk 23,30/3	Sa	2:00p- 5:00p	GR3I-19011K	Mk 24/1	Th	9:30a-12:30p
			9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	GR3I-19021C	Ct 20/2	We	9:30a-12:30p
			9:30a-12:30p				2:00p- 5:00p
			2:00p- 5:00p	GR3I-19031K	Mk 7/3	Th	9:30a-12:30p
			9:30a-12:30p				2:00p- 5:00p

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
GR3I-19041C	Ct 3/4	We	9:30a-12:30p 2:00p- 5:00p	GR0I-19101K	Mk 12/10	Sa	9:30a-12:30p 2:00p- 5:00p
GR3I-19051K	Mk 3/5	Fr	9:30a-12:30p 2:00p- 5:00p	65. Microsoft PowerPoint 2010 for Advanced Users			
GR3I-19061C	Ct 1/6	Sa	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day or 2 evenings</i>			
GR3I-19071K	Mk 3/7	We	9:30a-12:30p 2:00p- 5:00p	GP0A-18111C	Ct 30/11	Fr	9:30a-12:30p 2:00p- 5:00p
GR3I-19081C	Ct 8/8	Th	9:30a-12:30p 2:00p- 5:00p	GP0A-18121C	Ct 31/12	Mo	9:30a-12:30p 2:00p- 5:00p
GR3I-19091K	Mk 5/9	Th	9:30a-12:30p 2:00p- 5:00p	GP0A-19011K	Mk 15/1	Tu	9:30a-12:30p 2:00p- 5:00p
GR3I-19101C	Ct 5/10	Sa	9:30a-12:30p 2:00p- 5:00p	GP0A-19021C	Ct 14/2	Th	9:30a-12:30p 2:00p- 5:00p
GR3I-19111K	Mk 1/11	Fr	9:30a-12:30p 2:00p- 5:00p	GP0A-19031C	Ct 23/3	Sa	9:30a-12:30p 2:00p- 5:00p
63. Microsoft PowerPoint 2013 for Advanced Users				GP0A-19051C	Ct 30/5	Th	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>				GP0A-19061C	Ct 27/6	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-45C13K	Mk 13,14/12	Th,Fr	7:00p-10:00p	GP0A-19071K	Mk 25/7	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-18121K	Mk 27/12	Th	9:30a-12:30p 2:00p- 5:00p	GP0A-19081C	Ct 22/8	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-45C27C	Ct 27,28/12	Th,Fr	7:00p-10:00p	GP0A-19091C	Ct 24/9	Tu	9:30a-12:30p 2:00p- 5:00p
*GT3A-6A82E	Ct 29/12 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p	GP0A-19101K	Mk 25/10	Fr	9:30a-12:30p 2:00p- 5:00p
GT3A-51C25K	Mk 25,28/1	Fr,Mo	7:00p-10:00p	66. Enhancing Microsoft PowerPoint 2016 Presentations with Multimedia Elements			
GT3A-19011C	Ct 26/1	Sa	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day</i>			
GT3A-6A9C	Ct 9,16/2	Sa	10:00a- 1:00p	EE6M-18121C	Ct 12/12	We	9:30a-12:30p 2:00p- 5:00p
*GT3A-45C36E	Ct 21,22/2 (Eng)	Th,Fr	7:00p-10:00p	EE6M-19011K	Mk 25/1	Fr	9:30a-12:30p 2:00p- 5:00p
GT3A-19021K	Mk 28/2	Th	9:30a-12:30p 2:00p- 5:00p	EE6M-19021K	Mk 23/2	Sa	9:30a-12:30p 2:00p- 5:00p
GT3A-6A9K	Mk 9,16/3	Sa	10:00a- 1:00p	EE6M-19031C	Ct 14/3	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-19031K	Mk 15/3	Fr	9:30a-12:30p 2:00p- 5:00p	EE6M-19041C	Ct 6/4	Sa	9:30a-12:30p 2:00p- 5:00p
GT3A-45C21C	Ct 21,22/3	Th,Fr	7:00p-10:00p	EE6M-19051K	Mk 11/5	Sa	9:30a-12:30p 2:00p- 5:00p
*GT3A-6A6E	Ct 6,13/4 (Eng)	Sa	10:00a- 1:00p	EE6M-19061K	Mk 19/6	We	9:30a-12:30p 2:00p- 5:00p
GT3A-19041C	Ct 11/4	Th	9:30a-12:30p 2:00p- 5:00p	EE6M-19071C	Ct 4/7	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-24C23K	Mk 23,25/4	Tu,Th	7:00p-10:00p	EE6M-19081C	Ct 27/8	Tu	9:30a-12:30p 2:00p- 5:00p
GT3A-19051K	Mk 23/5	Th	9:30a-12:30p 2:00p- 5:00p	EE6M-19091K	Mk 7/9	Sa	9:30a-12:30p 2:00p- 5:00p
GT3A-19061K	Mk 20/6	Th	9:30a-12:30p 2:00p- 5:00p	EE6M-19101K	Mk 31/10	Th	9:30a-12:30p 2:00p- 5:00p
GT3A-19071C	Ct 19/7	Fr	9:30a-12:30p 2:00p- 5:00p	67. Visual Design for PowerPoint Presentations 2016			
GT3A-19081K	Mk 16/8	Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day</i>			
GT3A-19091K	Mk 27/9	Fr	9:30a-12:30p 2:00p- 5:00p	GDP6-18121C	Ct 3/12	Mo	9:30a-12:30p 2:00p- 5:00p
GT3A-19101C	Ct 16/10	We	9:30a-12:30p 2:00p- 5:00p	GDP6-19021C	Ct 9/2	Sa	9:30a-12:30p 2:00p- 5:00p
64. Microsoft PowerPoint 2010 for Beginners				GDP6-19041C	Ct 3/4	We	9:30a-12:30p 2:00p- 5:00p
<i>\$1100, 1 day or 2 evenings</i>				GDP6-19061K	Ct 13/6	Th	9:30a-12:30p 2:00p- 5:00p
GR0I-18121K	Mk 14/12	Fr	9:30a-12:30p 2:00p- 5:00p	GDP6-19081C	Ct 31/8	Sa	9:30a-12:30p 2:00p- 5:00p
GR0I-19011C	Ct 10/1	Th	9:30a-12:30p 2:00p- 5:00p	GDP6-19101C	Ct 11/10	Fr	9:30a-12:30p 2:00p- 5:00p
GR0I-19021K	Mk 5/2 (假日)	Tu	9:30a-12:30p 2:00p- 5:00p	68. Visual Design for PowerPoint Presentations 2010			
GR0I-19031C	Ct 19/3	Tu	9:30a-12:30p 2:00p- 5:00p	<i>\$1100, 1 day</i>			
GR0I-19051C	Ct 14/5	Tu	9:30a-12:30p 2:00p- 5:00p	GDP0-18121K	Mk 20/12	Th	9:30a-12:30p 2:00p- 5:00p
GR0I-19061K	Mk 12/6	We	9:30a-12:30p 2:00p- 5:00p				
GR0I-19071C	Ct 9/7	Tu	9:30a-12:30p 2:00p- 5:00p				
GR0I-19081K	Mk 3/8	Sa	9:30a-12:30p 2:00p- 5:00p				
GR0I-19091C	Ct 14/9 (假日)	Sa	9:30a-12:30p 2:00p- 5:00p				

Course	Centre Dates	Day	Time	Course	Centre Dates	Day	Time
GDP0-19011C	Ct 12/1	Sa	9:30a-12:30p 2:00p- 5:00p	DD3I-19051K	Mk 7,8/5	Tu,We	9:30a-12:30p 2:00p- 5:00p
GDP0-19031C	Ct 26/3	Tu	9:30a-12:30p 2:00p- 5:00p	DD3I-19071C	Ct 11,12/7	Th,Fr	9:30a-12:30p 2:00p- 5:00p
GDP0-19051C	Ct 29/5	We	9:30a-12:30p 2:00p- 5:00p	DD3I-19091K	Mk 5,6/9	Th,Fr	9:30a-12:30p 2:00p- 5:00p
GDP0-19071C	Ct 26/7	Fr	9:30a-12:30p 2:00p- 5:00p	DD3I-19111C	Ct 6,7/11	We,Th	9:30a-12:30p 2:00p- 5:00p
GDP0-19091C	Ct 19/9	Th	9:30a-12:30p 2:00p- 5:00p	73. Microsoft Access 2013 for Advanced Users			
69. Microsoft Visio 2013				<i>\$2800, 2 days or 4 evenings</i>			
<i>\$2400, 2 days or 4 evenings</i>				DD3A-18121K	Mk 3,4/12	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
GV06-18121K	Mk 3,4/12	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	DD3A-35C33C	Ct 19,21,28/12; 2/1	We,Fr	7:00p-10:00p
GV06-19011C	Ct 8,9/1	Tu,We	9:30a-12:30p 2:00p- 5:00p	DD3A-13C14C	Ct 14,16,21,23/1	Mo,We	7:00p-10:00p
GV06-19041K	Mk 29,30/4	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	DD3A-24C19K	Mk 19,21,26,28/2	Tu,Th	7:00p-10:00p
GV06-19071C	Ct 4,5/7	Th,Fr	9:30a-12:30p 2:00p- 5:00p	DD3A-19021C	Ct 25,26/2	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
GV06-19101C	Ct 14,15/10	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	DD3A-35C20C	Ct 20,22,27,29/3	We,Fr	7:00p-10:00p
70. Microsoft Access 2016 for Beginners				DD3A-24C33K	Mk 23,25,30/4; 2/5	Tu,Th	7:00p-10:00p
<i>\$2400, 2 days or 4 evenings</i>				DD3A-19041K	Mk 25,26/4	Th,Fr	9:30a-12:30p 2:00p- 5:00p
DD6I-35C21K	Mk 21,23,28,30/11	We,Fr	7:00p-10:00p	DD3A-19061C	Ct 11,12/6	Tu,We	9:30a-12:30p 2:00p- 5:00p
DD6I-13C10C	Ct 10,12,17,19/12	Mo,We	7:00p-10:00p	DD3A-19081K	Mk 29,30/8	Th,Fr	9:30a-12:30p 2:00p- 5:00p
DD6I-14C7K	Mk 7,10,14,17/1	Mo,Th	7:00p-10:00p	DD3A-19101C	Ct 8,9/10	Tu,We	9:30a-12:30p 2:00p- 5:00p
DD6I-19021C	Ct 11,12/2	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	74. Microsoft Access 2010 for Beginners			
DD6I-25C12C	Ct 12,15,19,22/2	Tu,Fr	7:00p-10:00p	<i>\$2400, 2 days or 4 evenings</i>			
DD6I-13C11K	Mk 11,13,18,20/3	Mo,We	7:00p-10:00p	DA0I-18121K	Mk 18,19/12	Tu,We	9:30a-12:30p 2:00p- 5:00p
DD6I-19041K	Mk 8,9/4	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	75. Microsoft Access 2010 for Advanced Users			
DD6I-52C12C	Ct 12,16,23,26/4	Fr,Tu	7:00p-10:00p	<i>\$2800, 2 days or 4 evenings</i>			
DD6I-19061C	Ct 24,25/6	Mo,Tu	9:30a-12:30p 2:00p- 5:00p	DA0A-18111C	Ct 22,23/11	Th,Fr	9:30a-12:30p 2:00p- 5:00p
DD6I-19081K	Mk 14,15/8	We,Th	9:30a-12:30p 2:00p- 5:00p	76. Powerful Queries Using Microsoft Access 2010			
DD6I-19101C	Ct 22,23/10	Tu,We	9:30a-12:30p 2:00p- 5:00p	<i>\$1400, 1 day or 2 evenings</i>			
71. Microsoft Access 2016 for Advanced Users				PQM0-13C19C	Ct 19,21/11	Mo,We	7:00p-10:00p
<i>\$2800, 2 days or 4 evenings</i>				PQM0-6D15K	Mk 15/12	Sa	10:00a- 1:00p 2:00p- 5:00p
DD6A-25C18C	Ct 18,21,28/12; 4/1	Tu,Fr	7:00p-10:00p	PQM0-6D12C	Ct 12/1	Sa	10:00a- 1:00p 2:00p- 5:00p
DD6A-42C3K	Mk 3,8,10,15/1	Th,Tu	7:00p-10:00p	PQM0-45C14C	Ct 15,21/2	Fr,Th	7:00p-10:00p
DD6A-19011K	Mk 8,9/1	Tu,We	9:30a-12:30p 2:00p- 5:00p	PQM0-6D16K	Mk 16/3	Sa	10:00a- 1:00p 2:00p- 5:00p
DD6A-13C32C	Ct 11,13,18,20/2	Mo,We	7:00p-10:00p	PQM0-24C16C	Ct 16,18/4	Tu,Th	7:00p-10:00p
DD6A-24C12K	Mk 12,14,19,21/3	Tu,Th	7:00p-10:00p	77. (55205) Mastering Microsoft Project 2016 (Microsoft Official Curriculum)			
DD6A-19031C	Ct 21,22/3	Th,Fr	9:30a-12:30p 2:00p- 5:00p	<i>\$3900, 2 days or 4 evenings</i>			
DD6A-14C15C	Ct 15,18,25,29/4	Mo,Th	7:00p-10:00p	PJ16-45D29C	Ct 29,30/11	Th,Fr	9:45a-12:45p 2:00p- 5:00p
DD6A-19051K	Mk 28,29/5	Tu,We	9:30a-12:30p 2:00p- 5:00p	PJ16-12D7K	Mk 7,8/1	Mo,Tu	9:45a-12:45p 2:00p- 5:00p
DD6A-19071C	Ct 25,26/7	Th,Fr	9:30a-12:30p 2:00p- 5:00p	PJ16-45D14C	Ct 14,15/2	Th,Fr	9:45a-12:45p 2:00p- 5:00p
DD6A-19091K	Mk 17,18/9	Tu,We	9:30a-12:30p 2:00p- 5:00p	PJ16-12D18K	Mk 18,19/3	Mo,Tu	9:45a-12:45p 2:00p- 5:00p
72. Microsoft Access 2013 for Beginners				PJ16-23D23C	Ct 23,24/4	Tu,We	9:45a-12:45p 2:00p- 5:00p
<i>\$2400, 2 days or 4 evenings</i>				78. Microsoft Access 2010 Programming			
DD3I-52C30K	Mk 30/11; 4,7,11/12	Fr,Tu	7:00p-10:00p	<i>\$4000, 3 days or 6 evenings</i>			
DD3I-35C2C	Ct 2,4,9,11/1	We,Fr	7:00p-10:00p	PA10-14C19K	Mk 19/11 to 6/12	Mo,Th	7:00p-10:00p
DD3I-14C14K	Mk 14,17,21,24/1	Mo,Th	7:00p-10:00p	PA10-35C19C	Ct 19,21,28/12; 2,4,9/1	We,Fr	7:00p-10:00p
DD3I-19011K	Mk 24,25/1	Th,Fr	9:30a-12:30p 2:00p- 5:00p	PA10-24C15K	Mk 15,17,22,24,29,31/1	Tu,Th	7:00p-10:00p
DD3I-24C12C	Ct 12,19,21,26/2	Tu,Th	7:00p-10:00p	PA10-13C18C	Ct 18,20,25,27/2; 4,6/3	Mo,We	7:00p-10:00p
DD3I-19031C	Ct 6,7/3	We,Th	9:30a-12:30p 2:00p- 5:00p	PA10-25C19K	Mk 19,22,26,29/3; 2,9/4	Tu,Fr	7:00p-10:00p
DD3I-13C11K	Mk 11,13,18,20/3	Mo,We	7:00p-10:00p	PA10-25C23C	Ct 23,26,30/4; 3,7,10/5	Tu,Fr	7:00p-10:00p
DD3I-13C15C	Ct 15,17,24,29/4	Mo,We	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>
79. (50413) Mastering Microsoft Project 2010 (Microsoft Official Curriculum)				IND9-19071C	Ct 30,31/7	Tu,We	9:30a-12:30p 2:00p- 5:00p
<i>\$3900, 2 days or 4 evenings</i>				IND9-19081K	Mk 8,9/8	Th,Fr	9:30a-12:30p 2:00p- 5:00p
PJ10-14C26K	Mk 26,29/11; 3,6/12	Mo,Th	7:00p-10:00p	IND9-19091C	Ct 2,3/9	Mo,Tu	9:30a-12:30p 2:00p- 5:00p
PJ10-45D3K	Mk 3,4/1	Th,Fr	9:45a-12:45p 2:00p- 5:00p	IND9-19101K	Mk 24,25/10	Th,Fr	9:30a-12:30p 2:00p- 5:00p
PJ10-25C15C	Ct 15,18,22,25/1	Tu,Fr	7:00p-10:00p				
80. Microsoft Project 2013							
<i>\$1200, 1 day or 2 evenings</i>							
MP06-6A15K	Mk 15/12	Sa	10:00a- 1:00p 2:00p- 5:00p				
MP06-18121K	Mk 19/12	We	9:30a-12:30p 2:00p- 5:00p				
MP06-45C10C	Ct 10,11/1	Th,Fr	7:00p-10:00p				
MP06-24C29K	Mk 29,31/1	Tu,Th	7:00p-10:00p				
MP06-19021C	Ct 20/2	We	9:30a-12:30p 2:00p- 5:00p				
MP06-35C32C	Ct 27/2; 1/3	We,Fr	7:00p-10:00p				
MP06-45C14K	Mk 14,15/3	Th,Fr	7:00p-10:00p				
MP06-19041K	Mk 3/4	We	9:30a-12:30p 2:00p- 5:00p				
MP06-13C15C	Ct 15,17/4	Mo,We	7:00p-10:00p				
MP06-6D27K	Mk 27/4	Sa	10:00a- 1:00p 2:00p- 5:00p				
MP06-19061C	Ct 28/6	Fr	9:30a-12:30p 2:00p- 5:00p				
MP06-19081K	Mk 12/8	Mo	9:30a-12:30p 2:00p- 5:00p				
MP06-19101C	Ct 25/10	Fr	9:30a-12:30p 2:00p- 5:00p				
81. Adobe InDesign CC/CS6							
<i>\$2400, 12 hours in 4 sessions</i>							
IND9-52D9K	Mk 20,23/11	Tu,Fr	9:45a-12:45p 2:00p- 5:00p				
*IND9-25C30E	Ct 23,27,30/11; 4/12 (Eng)	Fr,Tu	7:00p-10:00p				
IND9-14C5C	Ct 26,29/11; 3,6/12	Mo,Th	7:00p-10:00p				
IND9-24C4K	Mk 27/12; 3,8,10/1	Th,Tu	7:00p-10:00p				
IND9-6D1K	Mk 29/12; 5/1	Sa	10:00a- 1:00p 2:00p- 5:00p				
IND9-35D35K	Mk 11,16/1	Fr,We	9:45a-12:45p 2:00p- 5:00p				
IND9-35C2C	Ct 23,25,30/1; 1/2	We,Fr	7:00p-10:00p				
*IND9-41C3E	Ct 24,28,31/1; 11/2 (Eng)	Th,Mo	7:00p-10:00p				
*IND9-6D5E	Ct 26/1; 2/2 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p				
IND9-19011C	Ct 30,31/1	We,Th	9:30a-12:30p 2:00p- 5:00p				
IND9-19021K	Mk 27,28/2	We,Th	9:30a-12:30p 2:00p- 5:00p				
IND9-53C32K	Mk 27/2; 1,6,8/3	We,Fr	7:00p-10:00p				
IND9-6D16K	Mk 9,16/3	Sa	10:00a- 1:00p 2:00p- 5:00p				
IND9-19031C	Ct 12,13/3	Tu,We	9:30a-12:30p 2:00p- 5:00p				
IND9-14D4K	Mk 14,18/3	Th,Mo	9:45a-12:45p 2:00p- 5:00p				
*IND9-52C1E	Ct 22,26,29/3; 2/4 (Eng)	Fr,Tu	7:00p-10:00p				
IND9-14C32C	Ct 25,28/3; 1,4/4	Mo,Th	7:00p-10:00p				
IND9-19041K	Mk 8,9/4	Mo,Tu	9:30a-12:30p 2:00p- 5:00p				
IND9-14C1K	Mk 25,29/4; 2,6/5	Th,Mo	7:00p-10:00p				
IND9-6D36K	Mk 4,11/5	Sa	10:00a- 1:00p 2:00p- 5:00p				
*IND9-6D6E	Ct 4,11/5 (Eng)	Sa	10:00a- 1:00p 2:00p- 5:00p				
IND9-19051C	Ct 15,16/5	We,Th	9:30a-12:30p 2:00p- 5:00p				
*IND9-41C02E	Ct 27,30/5; 3,6/6 (Eng)	Mo,Th	7:00p-10:00p				
IND9-19061K	Mk 4,5/6	Tu,We	9:30a-12:30p 2:00p- 5:00p				