



Office Applications Training Courses 2010



Course Title	May	Jun	Jul	Aug	Sep	Oct	Price
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Office 2007 Courses

Office 2003 - 2007 Upgrade							
Office 2003 - 2007 Upgrade (1/2 day)	25	4	2	6	3		£95
Access 2007							
Access Introductory	5	16	28		8		£175
Access Intermediate	19	30	14	11	22		£185
Access Advanced		2		25			£195
Excel 2007							
Excel Introductory	4	15			7		£175
Excel Intermediate	18	29	27	10	21		£185
Excel Advanced			13	24			£195
Outlook 2007							
Microsoft Outlook 2007			23		24		£195
PowerPoint 2007							
PowerPoint Introductory					9		£175
PowerPoint Intermediate		11					£185
Project 2007							
Project Introductory				26			£295
Word 2007							

Please contact us to discuss your requirements.

We can also deliver training on Microsoft Office Publisher and Visio which can be delivered as closed, bespoke or 1:1 courses.

For more information on our **Technical IT** and **Business & Management** courses, please visit our website at <http://www.tmcstraining.co.uk>

Fee is per delegate, excluding VAT. Terms and conditions apply.

Full day courses are 9:30am - 4:00pm, these include lunch, refreshments and courseware. Half day courses are 9:30am - 12:30pm or 1:30pm - 4:30pm, and include refreshments and courseware.

Taylor Made Computer Solutions Ltd. | Leroux House, Cams Hall Estate, Fareham, Hampshire, PO16 8UL | Tel. 01329 239 955 | www.tmcstraining.co.uk



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Office 2003 Courses

Access 2003							
Access Introductory		9	21		1		£175
Access Intermediate	12	23		4	22		£185
Access Advanced	26		7	18			£195
Excel 2003							
Excel Introductory		8	20	31			£175
Excel Intermediate		22		3	14		£185
Excel Advanced	25		6	17	28		£195
Outlook 2003							
Microsoft Outlook 2003			16		17		£195
PowerPoint 2003							
PowerPoint Introductory	6				2		£175
PowerPoint Intermediate			1				£185
Project 2003							
Project Introductory		17		19			£295
Word 2003							
Please contact us to discuss your requirements.							

Adobe Courses

Taylor Made Training Solutions can fulfil your Adobe training requirements with courses on Acrobat, Photoshop, Illustrator and Flash, just to name a few. Please contact us with your requirements.

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