



Upcoming Public Workshops

Brisbane

Visio - 17th September
Excel Basic - 26th November
Excel Intermediate - 20th August, 10th December
Excel Advanced - 14th October
Word Basic - 27th August
Word Intermediate - 23rd September
Word Advanced - 3rd November
Access Basic - 22nd October
Access Intermediate - 8th November
Access Advanced - 19th November
Powerpoint - 20th October
Powerful Powerpoint and Presentation Skills - 21st October

Qld Regional

Rockhampton

Excel Basic - 7th December
Excel Intermediate - 14th September
Excel Advanced - 10th November

Word Intermediate - 13th October
Word Advanced - 9th November
Access Basic - 13th September
Access Intermediate - 8th November
Access Advanced - 6th December
Powerpoint - 12th October
Basic Computer Skills - 11th October

Mackay

Word Basic - 2nd November
Word Intermediate - 26th August
Word Advanced - 27th October
Excel Basic - 30th September
Excel Intermediate - 27th August
Excel Advanced - 28th October


Access Advanced - 26th October
Powerpoint - 29th September

Our Partners

 **Priority Management**
Increase your productivity

Working Smart with Outlook, Blackberry, Lotus etc. Influencing, Project Management

Focused Integration Training

 **EDRM's**
Trim, Objective, Dataworks, Courseware Development, Training Needs Analysis, Consultancy

August 17th, 2010

Software Learning E-news

THIS MONTH WORKSHOP SPECIAL

**Word Basic - Brisbane public
27th August, 2010**

Normally priced at \$250 per person (plus GST)
Book your place prior to 23rd August and pay only \$198 per person (plus GST)

Reschedules will be price adjusted to normal public workshop price, No attendance on the day attracts the full fee.

Substitute delegates are accepted at any stage prior to workshop date.

Microsoft Office 2010

Is your business making the transition?

Participant comments from our recent "Transition to Office 2010" workshop

For you, what was the most valuable aspect of this program?

- *"Thanks Geddd for the day, you explained the program in plain simple language"*
- *"It was so valuable as we are dealing with a whole new interface"*
- *"The presenter knew what he was talking about, with a fair bit of comic relief. Not boring like these programs usually are."*
- *"It's invaluable that I am able to see the new look and go away assured that I will be able to find everything"*
- *"Insight into the functionality was very helpful"*
- *"A great summary for a new program"*

CALL US ON 1300 652 246 TO LEARN HOW WE CAN ASSIST WITH TRANSITIONING SOFTWARE APPS OR VERSIONS

Delivery Options include

Public workshops
In-house at your workplace
In-house in our training rooms
One-on-One
Consultancy

If you require something a little different from the norm, it is possible we have already done it. Just call us to discuss