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SOS COMPUTER TRAINING

Training Philosophy

Improving workplace performance by providing task based and relevant software training in a vital, fun way, with no jargon.

SOFTWARE TRAINING SCHEDULE – JUL TO DEC 2011

| COURSE TITLE | DAYS | \$ Inc GST | JUL | AUG | SEP | OCT | NOV | DEC |
|---------------------------------------|------|------------|---------|---------|---------|---------|---------|-------|
| Microsoft Project 2003/2007 | | | | | | | | |
| Project Foundation | 2 | \$895 | 20 & 21 | 25 & 26 | | 18 & 19 | | 6 & 7 |
| Project Advanced | 2 | \$895 | | 9 & 10 | 14 & 15 | | 16 & 17 | |
| Microsoft Project 2010 ☎ | | | | | | | | |
| Project Foundation | 2 | \$895 | 4 & 5 | | | | | |
| Microsoft Excel 2007 | | | | | | | | |
| Foundation | 1 | \$395 | 13 | | | 5 | | |
| Intermediate | 1 | \$395 | 28 | | | 27 | | |
| Advanced ☎ | 1 | \$395 | | | | | | |
| Microsoft Excel 2010 | | | | | | | | |
| Foundation ☎ | 1 | \$395 | | | | | | |
| Intermediate ☎ | 1 | \$395 | | | | | | |
| Advanced ☎ | 1 | \$395 | | | | | | |
| Microsoft Word 2007 | | | | | | | | |
| Foundation | 1 | \$395 | 14 | | | 6 | | |
| Intermediate | 1 | \$395 | | 18 | | | 24 | |
| Advanced ☎ | 1 | \$395 | | | | | | |
| Microsoft Word 2010 | | | | | | | | |
| Foundation ☎ | 1 | \$395 | | | | | | |
| Intermediate ☎ | 1 | \$395 | | | | | | |
| Advanced ☎ | 1 | \$395 | | | | | | |
| Microsoft Outlook 2007/2010 | | | | | | | | |
| Foundation | 1 | \$395 | | | 7 | | 9 | |
| Microsoft Access 2007/2010 | | | | | | | | |
| Foundation ☎ | 2 | \$895 | | | | | | |
| Microsoft PowerPoint 2007/2010 | | | | | | | | |
| Foundation ☎ | 1 | \$395 | | | | | | |

☎ Phone for dates

Laptop hire - \$55 per day or bring your own and save.

Enjoy small group training in a supportive atmosphere delivered by qualified trainers with many years experience.

| Included in Fee | Free Bonuses |
|---|--|
| <ul style="list-style-type: none"> Comprehensive manual. Morning/afternoon tea on all courses. Quality lunch on all courses. | <ul style="list-style-type: none"> USB flash drive with training and sample files. Index book for recording of shortcuts. SOS mouse mat and bookmark. Unlimited post training support. |

The SOS Guarantee:

If a participant has not understood some aspect of the training received, SOS will provide a free individual TeleCoaching session to address the issue until it has been understood and the problem solved.

Register your course online at www.sherlocksos.com or phone 1800 114 224