



COMPUTER SKILLS ENHANCEMENT SEMINARS

Fall 2009

Date	Subject	Time
Sunday, September 20, 2009	Microsoft PowerPoint 2007 Basics	1:00 PM – 2:00 PM
	Microsoft PowerPoint 2007 Int/Adv	3:00 PM – 4:00 PM
Monday, September 21, 2009	Microsoft Excel 2007 Int/Adv	12:00 PM – 1:00 PM
Tuesday, September 22, 2009	Microsoft Word 2007 Reports	12:00 PM – 1:00 PM
Wednesday, September 23, 2009	Microsoft PowerPoint 2007 Basics	12:00 PM – 1:00 PM
Thursday, September 24, 2009	Microsoft PowerPoint 2007 Int/Adv	12:00 PM – 1:00 PM
Sunday, September 27, 2009	Microsoft Word 2007 Reports	1:00 PM – 2:00 PM
	Microsoft Excel 2007 Basics	3:00 PM – 4:00 PM
Wednesday, September 30, 2009	Microsoft Excel 2007 Basics	5:00 PM – 6:00 PM
Sunday, October 4, 2009	Microsoft Excel 2007 Basics	1:00 PM – 2:00 PM
Thursday, October 8, 2009	Microsoft Excel 2007 Intermediate	5:00 PM – 6:00 PM**
Sunday, October 18, 2009	Microsoft Excel 2007 Intermediate	1:00 PM – 2:00 PM
Thursday, October 22, 2009	Microsoft Excel 2007 Advanced	5:00 PM – 6:00 PM
Sunday, October 25, 2009	Microsoft Excel 2007 Advanced	1:00 PM – 2:00 PM
Sunday, November 1, 2009	Microsoft Excel 2007 Basics	1:00 PM – 2:00 PM
Thursday, November 5, 2009	Microsoft Excel 2007 Basics	5:00 PM – 6:00 PM**
Sunday, November 8, 2009	Microsoft Excel 2007 Intermediate	1:00 PM – 2:00 PM
Thursday, November 11, 2009	Microsoft Excel 2007 Intermediate	5:00 PM – 6:00 PM
Sunday, November 15, 2009	Microsoft Excel 2007 Advanced	1:00 PM – 2:00 PM
Thursday, December 3, 2009	Microsoft Excel 2007 Advanced	5:00 PM – 6:00 PM
Monday, November 30, 2009	Microsoft PowerPoint 2007 Basics	12:00 PM – 1:00 PM
Tuesday, December 1, 2009	Microsoft PowerPoint 2007 Int/Adv	12:00 PM – 1:00 PM
Wednesday, December 2, 2009	Microsoft Word 2007 Reports	12:00 PM – 1:00 PM
Sunday, December 6, 2009	Microsoft PowerPoint 2007 Int/Adv	1:00 PM – 2:00 PM
	Microsoft Word 2007 Reports	3:00 PM – 4:00 PM

** These seminars will be held in Ekstrom 117A (CLC)

All seminars are held in Ekstrom Library classroom W102