



2010 Computer Training Course Schedule January – June

Microsoft Windows Vista \$129

Feb. 1 and 3	M W	1:00-4:00
Mar 29 and 31	M W	1:00-4:00
May 3 and 10	M M	1:00-4:00
June 7 and 9	M W	1:00-4:00

Microsoft Word 2003 Introduction \$129

Feb. 22 and 24	M W	1:00-4:00
April 27 and 29	T Th	8:15-11:15
June 14 and 16	M W	8:15-11:15

Microsoft Word 2003 Advanced \$129

March 1 and 3	M W	1:00-4:00
May 18 and 21	T F	8:15-11:15
June 23 and 25	W F	8:15-11:15

Microsoft Word 2007 Introduction \$149

January 6 and 8	W F	1:00-4:00
Feb 25 and 26	Th F	8:15-11:15
April 13 and 15	T Th	8:15-11:15
May 17 and 19	M W	8:15-11:15
June 21 and 22	M T	1:00-4:00

Microsoft Word 2007 Advanced \$149

Feb. 11 and 12	Th F	8:15-11:15
March 9 and 11	T Th	8:15-11:15
April 26 and 29	M T	1:00-4:00
June 28 and 29	M T	8:15-11:15

Microsoft Access 2003 Introduction \$129

February 1 and 5	M F	8:15-11:15
April 12 and 16	M F	1:00-4:00
June 10 and 11	Th F	8:15-11:15

Microsoft Access 2003 Advanced Part 1 \$129

Feb 25 and 26	Th F	8:15-11:15
May 11 and 12	T W	1:00-4:00

Microsoft Access 2003 Advanced Part 2 \$129

March 11 and 12	Th F	1:00-4:00
May 18 and 19	T W	1:00-4:00

Microsoft Access 2007 Introduction \$149

January 6 and 8	W F	8:15-11:15
Mar 2 and 5	T F	8:15-11:15
April 19 and 22	M Th	1:00-4:00
June 7 and 9	M W	8:15-11:15

Microsoft Access 2007 Advanced Part 1 \$149

Feb 8 and 11	M Th	1:00-4:00
Mar 8 and 12	M F	8:15-11:15
May 3 and 7	M F	8:15-11:15
June 14 and 16	M W	8:15-11:15

Microsoft Access 2007 Advanced Part 2 \$149

Feb 15 and 18	M Th	1:00-4:00
Mar 22 and 26	M F	1:00-4:00
May 10 and 14	M F	1:00-4:00
June 21 and 23	M W	8:15-11:15

Microsoft Excel 2003 Introduction \$129

Jan. 29 and 31	W F	1:00-4:00
March 2 and 4	T Th	8:15-11:15
April 19 and 21	M W	1:00-4:00
June 7 and 9	M W	8:15-11:15

Microsoft Excel 2003 Advanced Part 1 \$129

Feb. 8 and 9	M T	8:15-11:15
Mar 15 and 17	M W	8:15-11:15
June 21 and 23	M W	1:00-4:00

Microsoft Excel 2003 Advanced Part 2 \$129

Feb 15 and 16	M T	8:15-11:15
April 12 and 15	M Th	8:15-11:15
June 28 and 30	M W	8:15-11:15

Microsoft Excel 2007 Introduction \$149

Jan 5 and 7	T Th	8:15-11:15
Feb 17 and 19	W F	8:15-11:15
Mar 30 and Apr 1	T Th	8:15-11:15
May 4 and 6	T Th	8:15-11:15
June 8 and 10	T Th	8:15-11:15

Microsoft Excel 2007 Advanced Part 1 \$149

Jan 26 and 28	T Th	8:15-11:15
March 8 and 10	M W	1:00-4:00
April 19 and 23	M F	8:15-11:15
May 11 and 13	T Th	8:15-11:15
June 15 and 17	T Th	8:15-11:15

Microsoft Excel 2007 Advanced Part 2 \$149

February 2 and 4	T Th	8:15-11:15
March 22 and 25	M Th	8:15-11:15
April 26 and 30	M F	8:15-11:15
May 18 and 20	T Th	8:15-11:15
June 22 and 24	T Th	8:15-11:15

Microsoft PowerPoint 2003 Introduction \$129

Feb 8 and 10	M W	1:00-4:00
May 12 and 19	W W	8:15-11:15

Microsoft PowerPoint 2003 Advanced \$129

Feb 22 and 23	M T	8:15-11:15
June 3 and 4	Th F	8:15-11:15

Microsoft PowerPoint 2007 Introduction \$149

January 5 and 7	T Th	1:00-4:00
March 23 and 26	T F	8:15-11:15
April 20 and 22	T Th	8:15-11:15
June 8 and 10	T Th	1:00-4:00

Microsoft PowerPoint 2007 Advanced \$149

Feb 1 and 4	M Th	1:00-4:00
April 8 and 9	Th F	8:15-11:15
June 15 and 16	T W	1:00-4:00

QuickBooks \$149

January 5 and 7	T Th	8:15-11:15 am
March 1 and 4	M Th	8:15-11:15 am

Register on-line at www.RochesterBusinessAlliance.com or email Michele.Hefferon@RBAAlliance.com.

Computer training is held at Accent Training, Gateway Plaza, 2352 Lyell Ave, Rochester, 14606

For directions, go to www.RochesterBusinessAlliance.com or call (585) 256-4614.