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Training Center Full Class Schedule

Classes start at 9 a.m. and typically end at 4 p.m. To register for a class, complete the enclosed registration form and fax it to 267-4243. If you have any questions, please call 267-4216 or email training@akcbsolutions.com.

Ask about our 5, 10, and 20 class punch cards to save lots of \$\$\$ on business application classes!

Basic Computer Classes	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Introduction to Personal Computers	4	1	1	4	1	28	\$175.00
Introduction to Windows XP	5	2	2	5	2	29	\$175.00
Windows 7	6	3	3	6	3	18	\$175.00

Now Offering Microsoft Office 2010 Classes

Microsoft Office Classes	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Word 2010 New Features		15		17		21	\$175.00
Word 2010 Level 1	11		6		1		\$175.00
Word 2010 Level 2	12		7		2		\$175.00
Word 2010 Level 3	13		8		3		\$175.00
Word 2007 Level 1		8		10		7	\$175.00
Word 2007 Level 2		9		11		8	\$175.00
Word 2007 Level 3		10		12		9	\$175.00
Excel 2010 New Features		16		18		22	\$175.00
Excel 2010 Level 1	18		13		3		\$175.00
Excel 2010 Level 2	19		14		4		\$175.00
Excel 2010 Level 3	20		15		5		\$175.00
Excel 2007 Level 1		1		4		14	\$175.00
Excel 2007 Level 2		2		5		15	\$175.00
Excel 2007 Level 3		3		6		16	\$175.00
Access 2010 New Features		17		19		23	\$175.00
Access 2010 Level 1	11		20		14		\$175.00
Access 2010 Level 2	12		21		15		\$175.00
Access 2010 Level 3	13		22		16		\$175.00
Access 2010 Level 4	14		23		17		\$175.00
Access 2010 Bootcamp (5 day intensive training)	25-29		6-10		21-25		\$875.00
Access 2007 Level 1		15		4		1	\$175.00
Access 2007 Level 2		16		5		2	\$175.00
Access 2007 Level 3		17		6		3	\$175.00
Access 2007 Level 4		18		7		4	\$175.00
Access 2007 Bootcamp (5 day intensive training)		8-12		24-28		21-25	\$875.00

Microsoft Office Classes (cont.)	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Outlook 2010 New Features		18		20		24	\$175.00
Outlook 2010 Level 1	21		9		9		\$175.00
Outlook 2010 Level 2	22		10		10		\$175.00
Outlook 2007 Level 1		4		13		30	\$175.00
Outlook 2007 Level 2		5		14		31	\$175.00
PowerPoint 2010 New Features		19		21		25	\$175.00
Powerpoint 2010 Level 1	7		1		25		\$175.00
Powerpoint 2010 Level 2	8		2		28		\$175.00
Powerpoint 2007 Level 1		22		21		28	\$175.00
Powerpoint 2007 Level 2		23		24		29	\$175.00
Project 2010 Level 1	21		2		9		\$175.00
Project 2010 Level 2	22		3		10		\$175.00
Project 2007 Level 1		22		26		30	\$175.00
Project 2007 Level 2		23		27		31	\$175.00
Visio 2010 Level 1	25		13		15		\$175.00
Visio 2010 Level 2	26		14		16		\$175.00
Visio 2007 Level 1		29		28		16	\$175.00
Visio 2007 Level 2		30		31		17	\$175.00
Publisher 2010 Level 1	15		17		4		\$175.00
Microsoft Office 2003 Classes Still Available: Call For Details & Dates							

Adobe Classes	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Acrobat Level 1	1	15		10	17		\$200.00
Acrobat Level 2	4	16		11	18		\$200.00
Illustrator Level 1	5		16		11		\$200.00
Illustrator Level 2	6		17		14		\$200.00
InDesign Level 1	7	18	20	12	7	17	\$200.00
InDesign Level 2	8	19	21	13	8	18	\$200.00
Photoshop Level 1	14	23	22	10	10	10	\$200.00
Photoshop Level 2	15	24	23	11	11	11	\$200.00
Dreamweaver Level 1 (2 Days)	18-19	11-12	28-29	17-18	1-2	14-15	\$400.00
Dreamweaver Level 2 (2 Days)	20-21	29-30		19-20	3-4		\$400.00
Dreamweaver Level 3 (1 Day)	Call for dates						\$200.00

Web Design	Oct	Nov	Dec	Jan	Feb	Mar	Cost
HTML Level 1	27		15		21		\$200.00
HTML Level 2	28		16		22		\$200.00
HTML Level 3	29		17		23		\$200.00

Intuit QuickBooks	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Learning QuickBooks Step-by-Step Fundamentals (2 Days)		2-3		4-5		1-2	\$450.00
Learning QuickBooks Step-by-Step Intermediate (2 Days)		4-5		6-7		3-4	\$450.00

Autodesk 2011 Products	Oct	Nov	Dec	Jan	Feb	Mar	Cost
AutoCAD 2011 Fundamentals (4 Days)	4-7	15-18		11-14		1-4	\$1,300.00
AutoCAD 2011 Advanced (4 Days)	18-21		1-3		7-10		\$1,300.00
Civil 3D 2011 Fundamentals (4 Days)			13-16				\$1,300.00
Civil 3D 2011 for Surveyors (2 Days)			20-21				\$650.00
Civil 3D 2011 Site Development (2 Days)			22-23				\$650.00
Civil 3D 2011 Styles (2 Days)			28-29				\$650.00
Revit 2011 Fundamentals (5 Days)	11-15	1-5	6-10	17-21	21-25	21-25	\$1,650.00
Revit 2011 BIM Management (1 Day)	22	8	20	7	11	8	\$325.00
Revit 2011 Collaboration Tools (1 Day)	25	9	21	25	14	10	\$325.00
Revit 2011 Conceptual Design & Visualization (1 Day)	26	10	22	14	18	15	\$325.00
Revit 2011 Site and Structural Design (1 Day)	27	11	23	31	28	17	\$325.00

AutoCAD and Revit 2010 Classes Still Available: Call For Details

Technical Classes	Oct	Nov	Dec	Jan	Feb	Mar	Cost
A+ Essentials (5 Days)		1-5		24-28		7-11	\$1,295.00
A+ Technician (5 Days)	11-15		13-17		14-18		\$1,295.00
Network +		8-12			21-25		\$1,695.00
Security +	18-22			10-14			\$1,695.00

Special Events	Oct	Nov	Dec	Jan	Feb	Mar	Cost
Revit Users' Group	6	3	1	5	2	2	Free
AutoCAD Users' Group	20		15		16		Free

Room Rental	Maximum Capacity	Length	Cost
Small Classroom No Computers	20	2 Hours	\$175.00
		4 Hours	\$300.00
		8 Hours	\$500.00
Small Classroom with Computers	10	4 Hours	\$400.00
		8 Hours	\$750.00
Large Classroom No Computers	40	2 Hours	\$375.00
		4 Hours	\$750.00
		8 Hours	\$1,000.00
Large Classroom with Computers	20	4 Hours	\$850.00
		8 Hours	\$1,200.00
Class Room with computers and instructor (FULL DAY ONLY)			\$1,400.00
Rent an instructor at your office (FULL DAY ONLY)			\$1,200.00