

Date	Day	Time	Course Title	Cost of Material
6/11/2009	Thursday	9am-11am	Outlook Overview	\$4
6/15/2009	Monday	1pm-3pm	Outlook Overview	\$4
6/25/2009	Thursday	9am-12pm	Word Basic	\$17
6/26/2009	Friday	9am-12pm	Excel Basic	\$17
7/1/2009	Wednesday	9am-12pm	Outlook Overview	\$4
7/7/2009	Tuesday	9am-12pm	Excel Formulas	0
7/9/2009	Thursday	9am-12pm	Access Basic (part 1)	\$17
7/10/2009	Friday	9am-12pm	Access Basic (part 2)	same book as Access Basic (part 1)
7/13/2009	Monday	9am-12pm	Access Intermediate (part 1)	\$19
7/14/2009	Tuesday	9am-12pm	Access Intermediate (part 2)	same book as Access Inter (part 1)
7/16/2009	Thursday	9am-12pm	Publisher Basic	\$17
7/17/2009	Friday	9am-12pm	Publisher Advanced	\$19
7/20/2009	Monday	9am-12pm	PowerPoint Basic	\$17
7/21/2009	Tuesday	9am-12pm	PowerPoint Advanced	\$19
7/22/2009	Wednesday	9am-12pm	Outlook Overview	\$4
7/23/2009	Thursday	9am-12pm	VISIO Basic	\$17
7/24/2009	Friday	9am-12pm	VISIO Advanced	\$19
7/28/2009	Tuesday	9am-12pm	Outlook Overview	\$4
7/29/2009	Wednesday	9am-12pm	Project Basic	\$17
7/30/2009	Thursday	9am-12pm	Project Advanced	\$19
8/5/2009	Wednesday	9am-12pm	Excel Basic	\$17
8/6/2009	Thursday	9am-12pm	Excel Intermediate	\$19
8/7/2009	Friday	9am-11am	Outlook Overview	\$4
8/10/2009	Monday	1pm-3pm	Word Basic	\$17
8/11/2009	Tuesday	1pm-3pm	Outlook Overview	\$4