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PULASKI
Technical College

Business and Industry Center

Computer Class Schedule

Summer/Fall

3303 East Roosevelt Road
Little Rock, AR 72206
501-907-6670
Fax 501-907-6673

Business and Industry Center



2010

EMPOWERMENT

EMPOWERMENT

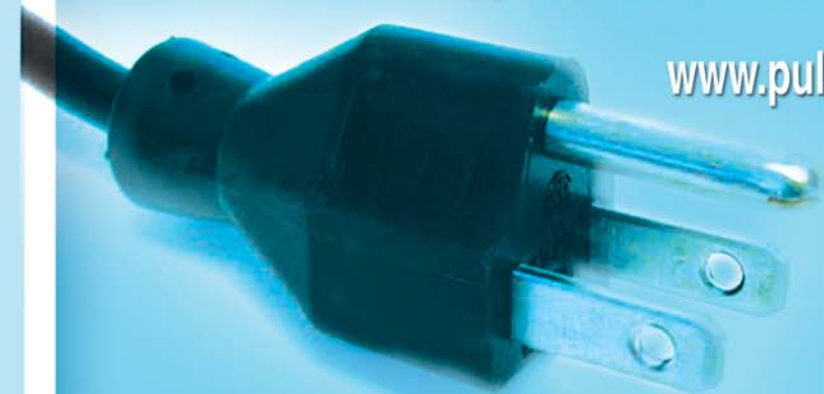
Summer/Fall
Computer
Class Schedule



3303 East Roosevelt Road • Little Rock, AR 72206

501-907-6670 • Fax 501-907-6673

www.pulaskitech.edu



2010

Business and Industry Center Summer/Fall 2010

Computer Classes

Each class is a one day in length and held from 8:30 a.m. - 3:30 p.m. at the Business and Industry Center. Cost per class is \$139.

Thursday, July 1Access 2007 Level 3	Thursday, September 16PowerPoint 2007 Level 2
Wednesday, July 14Excel 2003 Level 4	Friday, September 17Excel 2003 Level 3
Thursday, July 15Excel 2007 Level 4	Wednesday, September 22Access 2003 Level 2
Wednesday, July 28Outlook 2003	Thursday, September 23Access 2007 Level 2
Thursday, July 29Outlook 2007	Friday, September 24Excel 2003 Level 4
Wednesday, August 4Word 2003 Level 1	Wednesday, September 29Word 2003 Level 3
Thursday, August 5Word 2007 Level 1	Thursday, September 30Word 2007 Level 3
Wednesday, August 11Excel 2003 Level 1	Friday, October 1Excel 2007 Level 1
Thursday, August 12Excel 2007 Level 1	Wednesday, October 6Excel 2003 Level 3
Wednesday, August 18PowerPoint 2003 Level 1	Thursday, October 7Excel 2007 Level 3
Thursday, August 19PowerPoint 2007 Level 1	Friday, October 8Excel 2007 Level 2
Wednesday, August 25Access 2003 Level 1	Wednesday, October 13Access 2003 Level 3
Thursday, August 26Access 2007 Level 1	Thursday, October 14Access 2007 Level 3
Wednesday, September 1Word 2003 Level 2	Friday, October 15Excel 2007 Level 3
Thursday, September 2Word 2007 Level 2	Wednesday, October 20Outlook 2003
Friday, September 3Excel 2003 Level 1	Thursday, October 21Outlook 2007
Wednesday, September 8Excel 2003 Level 2	Friday, October 22Excel 2007 Level 4
Thursday, September 9Excel 2007 Level 2	Wednesday, October 27Excel 2003 Level 4
Friday, September 10Excel 2003 Level 2	Thursday, October 28Windows XP
Wednesday, September 15PowerPoint 2003 Level 2	Friday, October 29Windows 7

Evening Computer Classes

Each class is a three hours in length and held from 6:30 - 9:30 p.m. at the Business and Industry Center. Cost per class set is \$139.

Tuesday, August 17Word 2003 Level 1 Part 1	Tuesday, September 14Excell 2003 Level 2 Part 1
Thursday, August 19Word 2003 Level 1 Part 2	Thursday, September 16Excell 2003 Level 2 Part 2
Tuesday, August 24Word 2003 Level 2 Part 1	Tuesday, September 21Excell 2003 Level 3 Part 1
Thursday, August 26Word 2003 Level 2 Part 2	Thursday, September 23Excell 2003 Level 3 Part 2
Tuesday, August 31Word 2003 Level 3 Part 1	Tuesday, September 28Excell 2003 Level 4 Part 1
Thursday, September 2Word 2003 Level 3 Part 2	Thursday, September 30Excell 2003 Level 4 Part 2
Tuesday, September 7Excell 2003 Level 1 Part 1	Tuesday, October 5Excell 2007 Level 1 Part 1
Thursday, September 9Excell 2003 Level 1 Part 2	Thursday, October 7Excell 2007 Level 1 Part 2
Tuesday, October 12Excell 2007 Level 2 Part 1	
Thursday, October 14Excell 2007 Level 2 Part 2	
Tuesday, October 19Excell 2007 Level 3 Part 1	
Thursday, October 21Excell 2007 Level 3 Part 2	
Tuesday, October 26Excell 2007 Level 4 Part 1	
Thursday, October 28Excell 2007 Level 4 Part 2	



Transition to Office 2007 Classes

Each class is a three hours in length and held at the Business and Industry Center. Cost per class is \$79.

Monday, August 2Transition to Excel 2007.....8:30 a.m. - 11:30 a.m.	Monday, October 4Transition to Excel 2007.....8:30 a.m. - 11:30 a.m.
Monday, August 2Transition to Access 2007.....12:30 - 3:30 p.m.	Monday, October 4Transition to Access 2007.....12:30 - 3:30 p.m.
Monday, August 9Transition to Word 2007.....8:30 a.m. - 11:30 a.m.	Monday, October 11Transition to Word 2007.....8:30 a.m. - 11:30 a.m.
Monday, August 9Transition to PowerPoint 2007.....12:30 - 3:30 p.m.	Monday, October 11Transition to PowerPoint 2007.....12:30 - 3:30 p.m.

Registration

To register for computer classes, contact: Bobbie James, Administrative Assistant, at (501) 907-6670 extension 3400 or bjames@pulaskitech.edu.

Current schedules and brochures are available at our Web site. Go to www.pulaskitech.edu and click on Continuing Ed/Business Outreach. Online registration is now available at: www.pulaskitech.edu/continuing_education/

Many companies qualify for state training funds. Contact our office to see if your company is eligible.

Payment

- Payment in full is due 10 business days prior to the first day of class.
- No refunds will be given if cancellations are made less than five business days in advance of class start date.
- Payment can be made by check, Visa or MasterCard.
- At times, undue circumstances force the Business and Industry Center to cancel classes. If such cancellations occur, refunds will be given.

Current schedules and brochures are available on the Web. Go to **www.pulaskitech.edu** and click on Continuing Ed/Business Outreach.

