

AUGUST – DECEMBER 2013 MICROSOFT OFFICE 2010 & CERTIFICATE PROGRAMS!

Career Certificate Programs

- Project Management
- HVAC
- Microsoft Certifications
- Electrical & Plumbing Apprenticeships
- Certified Fiber Optics

- Certified Retail Analyst
- •Shelf Management/Intactix
- Medical Billing & Coding
- •Medical Interpreter
- •SHRM exam prep

Call 479.936.5175 for more information.

CONTACT:

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Fast-track workplace training to help you achieve your goals, as well as personal enrichment classes for relaxation and fun!

SCWT – Shewmaker Center for Workforce Technologies (Bentonville) SGBDC – Shewmaker Global Business Development Center (Bentonville) *Price reflects ARRA Arkansas resident discount

Comput	ter Applications					
1039	CompTIA A+ Practical Applicatio	S	09:00am-04:00pm	09/07-10/19	SCWT C205	\$1,870
1033	CompTIA Network +	S	09:00am-04:00pm	10/26-12/14	SCWT C205	\$1,939
Microsoft Access						
1043	Access 2010 Basic	MW	06:00pm-09:00pm	08/12-08/14	SCWT C205	\$159
1044	Access 2010 Basic	MW	06:00pm-09:00pm	09/09-09/11	SCWT C206	\$159
1045	Access 2010 Basic	TR	01:00pm-04:00pm	09/17-09/19	SCWT C206	\$159
1046	Access 2010 Basic	MW	06:00pm-09:00pm	11/18-11/20	SCWT C206	\$159
1035	Access 2010 Intermediate	TR	01:00pm-04:00pm	08/6-08/08	SCWT C205	\$174
1047	Access 2010 Intermediate	TR	06:00pm-09:00pm	09/17-09/19	SCWT C206	\$174
1048	Access 2010 Intermediate	TR	06:00pm-09:00pm	10/22-10/24	SCWT C206	\$174
1036	Access 2010 Advanced	TR	01:00pm-04:00pm	10/15-10/17	SCWT C205	\$174
1049	Access 2010 Advanced	TR	06:00pm-09:00pm	11/05-11/07	SCWT C206	\$174
Microsoft Excel						
1052	Excel 2010 Basic	TR	06:00pm-09:00pm	08/13-08/15	SCWT C206	\$159
1054	Excel 2010 Basic	TR	06:00pm-09:00pm	09/10-09/12	SCWT C206	\$159
1053	Excel 2010 Basic	MW	01:00pm-04:00pm	09/16-09/18	SCWT C206	\$159
1055	Excel 2010 Basic	TR	06:00pm-09:00pm	10/15-10/17	SCWT C206	\$159
1056	Excel 2010 Basic	TR	06:00pm-09:00pm	12/03-12/05	SCWT C206	\$159
1057	Excel 2010 Intermediate	TR	06:00pm-09:00pm	08/27-08/29	SCWT C206	\$174
1058	Excel 2010 Intermediate	TR	06:00pm-09:00pm	09/24-09/26	SCWT C206	\$174
1059	Excel 2010 Intermediate	TR	01:00pm-04:00pm	10/22-10/24	SCWT C206	\$174
1060	Excel 2010 Intermediate	MW	06:00pm-09:00pm	10/21-10/23	SCWT C206	\$174
1061	Excel 2010 Intermediate	TR	06:00pm-09:00pm	12/10-12/12	SCWT C206	\$174

Microsoft Excel								
1063	Excel 2010 Advanced	TR	06:00pm-09:00pm	10/01-10/03	SCWT C206	\$174		
1062	Excel 2010 Advanced	MW	06:00pm-09:00pm	11/11-11/13	SCWT C206	\$174		
1064	Excel 2010 Advanced	MW	06:00pm-09:00pm	12/16-12/18	SCWT C206	\$174		
Microso	oft PowerPoint							
1078	PowerPoint 2010 Basic	MW	06:00pm-09:00pm	09/23-09/25	SCWT C206	\$159		
1077	PowerPoint 2010 Intermediate	MW	06:00pm-09:00pm	08/05-08/07	SCWT C206	\$174		
1079	PowerPoint 2010 Intermediate	MW	06:00pm-09:00pm	10/14-10/16	SCWT C206	\$174		
Microsoft Project								
1080	Project 2010 Basic	TR	06:00pm-09:00pm	10/08-10/10	SCWT C206	\$159		
1081	Project 2010 Advanced	TR	06:00pm-09:00pm	10/15-10/17	CHP 1054	\$174		
Microso	Microsoft Word							
1065	Word 2010 Basic	TR	01:00pm-04:00pm	08/27-08/29	SCWT C205	\$159		
1066	Word 2010 Basic	TR	06:00pm-09:00pm	08/20-08/22	SCWT C206	\$159		
1067	Word 2010 Basic	MW	06:00pm-09:00pm	09/16-09/18	SCWT C206	\$159		
1068	Word 2010 Basic	MW	01:00pm-04:00pm	09/23-09/25	SCWT C205	\$159		
1069	Word 2010 Basic	MW	06:00pm-09:00pm	10/28-10/30	SCWT C206	\$159		
1070	Word 2010 Basic	MW	06:00pm-09:00pm	11/04-11/06	SCWT C206	\$159		
1072	Word 2010 Intermediate	TR	01:00pm-04:00pm	08/13-08/15	SCWT C205	\$174		
1042	Word 2010 Intermediate	TR	06:00pm-09:00pm	09/03/09/05	CHP 1054	\$174		
1073	Word 2010 Intermediate	MW	06:00pm-09:00pm	10/07-10/09	SCWT C206	\$174		
1074	Word 2010 Intermediate	TR	06:00pm-09:00pm	11/19-11/21	SCWT C206	\$174		
1075	Word 2010 Intermediate	MW	06:00pm-09:00pm	12/02-12/04	SCWT C206	\$174		
Fiber Optics Certification								
1095	CertFiberOpticsTech (CFOT)	MTW	08:00am-05:00pm	08/12-08/14	SCWT A201	\$700		
1097	(CFOS/ T) in Testing/Maintnce	RF	08:00am-05:00pm	08/15-08/16	SCWT A201	\$675		
1098	(CFOS/S) Splicing Specialist	Sa Su	08:00am-05:00pm	08/17-08/18	SCWT A201	\$675		
1096	CertFiberOpticsTech (CFOT)	MTW	08:00am-05:00pm	11/04-11/06	SCWT A201	\$700		
1099	(CFOS/OSP) Outside Plant	RF	08:00am-05:00pm	11/07-11/08	SCWT A201	\$700		
Human	Resources							
1093	SHRM Certification Program	Т	06:00pm-09:00pm	08/06-10/22	SCWT A212	\$1,000		
1094	SHRM Certification Program	TR	06:00pm-09:00pm	11/05-12/17	SCWT A212	\$1,000		
Langua	ge							
1092	American Sign Language Lev 1B	М	06:00pm-08:00pm	09/23-10/28	SCWT C105	\$89		
Medica	l Billing & Coding							
1087	AAPC ICD9/CPT Level 1	TR	06:00pm-09:00pm	08/13-09/26	SCWT B103	\$699		
1089	Medical Terminology for Coding	MW	06:00pm-09:00pm	09/16-10/09	SCWT B103	\$309		
1088	AAPC ICD9/CPT Level 2	TR	06:00pm-09:00pm	10/01-11/14	SCWT B103	\$599		
1090	Insurance Bill/Code Med Office	MW	06:00pm-09:00pm	10/21-12/09	SCWT C107	\$599		
Project Management								
1084	Intro to Project Management	MW	06:00pm-09:00pm	09/09-10/07	SCWT A201	\$499		
1080	MS Project 2010 Basic	TR	06:00pm-09:00pm	10/08-10/10	SCWT C206	\$159		
1081	MS Project 2010 Advanced	TR	06:00pm-09:00pm	10/15-10/17	CHP 1054	\$174		
	Adv Concepts in Project Manageme	MW	06:00pm-09:00pm		SCWT B103	\$499		
	CAPM Exam Prep	MW	06:00pm-09:00pm		SCWT C107	\$655		
	PMP Exam Prep	MR	06:00pm-09:00pm			\$900		
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