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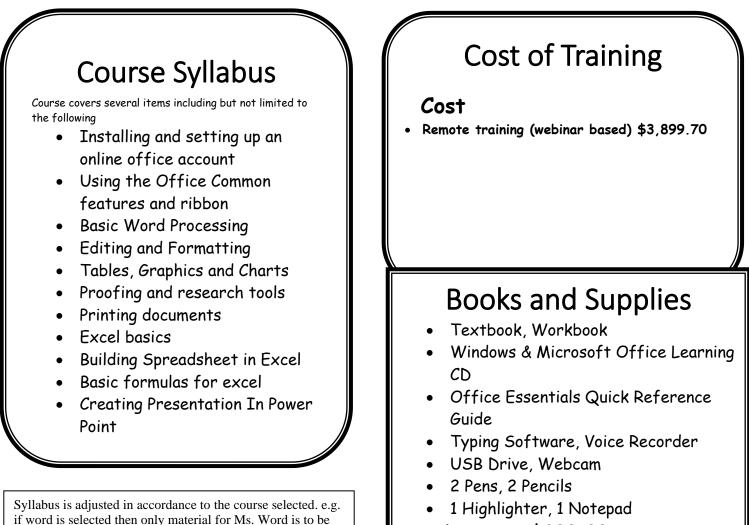
MS Office Advanced

Including Word, Excel, PowerPoint

taught.

30 Hours

Objective: This course will make the clients familiar with working with MS Office. This course is offered in MS Office Basic, MS Office Intermediate, MS Office Advanced and this is advanced course MS Word (Advanced), MS Excel (Advanced) and MS PowerPoint (Advanced)



Supplies Cost \$299.00

Supplies list can be adjusted and modified, cost vary accordingly, please ask for estimate.

Instructor will meet the student on zoom. This training program is remote training, in person may be available on some locations ask for details.

Syllabus and its contents could be modified and adjusted by teacher/school officials, new items can be added, and some items may be removed based on client's interest and needs. Syllabus is subject to change without notice.