

# US COMPUTERS, INC.



## VA APPROVED COMPUTER TRAINING CLASSES

### Customize Your Training

- VA FACILITY CODE # **25-1760-05**
- LISTED IN WEAMS FOR VERIFICATION OF APPROVAL
- 1905 ENROLMENT
- TASK- CENTERED LESSONS
- ONE ON ONE, FOCUSED TRAINING
- HANDS ON PRACTICE TO ENSURE KNOWLEDGE TRANSFER
- INTERNET TRAINING TO ENSURE KNOWLEDGE TRANSFER
- TOLL FREE NUMBER TO GET HELP ANY TIME DURING OFFICE HOURS
- SUPPLEMENTAL TRAINING MATERIALS (CD LESSONS, TEXTBOOKS, AND WORKBOOKS) TO REINFORCE

COURSE NAME	Hours
Customized Computer Training (Hourly basis)	CUSTOMIZE YOUR OWN MINIMUM 3
Zoom Use Training	2
Windows (Basic, Intermediate and Advanced) (Remote Training)	15
Computer Concepts, PC or Apple Computer USE- Basic (Remote training)	15
Computer Concepts, PC or Apple Computer Use -- Intermediate (Remote Training)	15
Computer Concepts, PC or Apple Computer Use -- Advanced (Remote Training)	15
MS Office Basics; Word, Excel, PowerPoint, Basics (Remote Training)	30
MS Office Basics; Word, Excel, PowerPoint, Intermediate (Remote Training)	30
MS Office Basics; Word, Excel, PowerPoint, Advanced (Remote Training)	30
Introduction to Dragon/Voice Activation, (Remote Training)	30
Practical Application of Dragon/Voice Activation (Remote Training)	30
Job Search (Marketing Yourself for Employment)	42
Job Placement Assistance	36

**GSA** Contract Holder

Phone: **1-800-550-8783**

Fax: **714-528-0530**

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**Books and Training Material Provided**