Training Schedule -

Course	Dates	Price	Duration
Computer Basics	May. 7 (9-4)	$279	(7hrs)
Excel Core	May. 15 (8-12) & 16 (8-12)	$299	(7hrs)
Excel Expert Part 1 Forms and Functions	Jun. 12 (8-12) & 13 (8-12)	$299	(7hrs)
Excel Expert Part 2 Database Management	Jun. 19 (8-12) & 20 (8-12)	$299	(7hrs)
Microsoft Office Basics	May. 8 (9-4) & 9 (9-4)	$499	(12hrs)
Microsoft Office Core	May. 13 (8-12) & 14 (8-12) & 15 (8-12) & 16 (8-12) & 21 (8-12) & 22 (8-12)	$749	(21hrs)
Microsoft Project	Jun. 11 (8-4) & 12 (8-4)	$699	(14hrs)
OneNote	May. 28 (1-4)	$179	(3hrs)
Outlook Core	May. 21 (8-12) & 22 (8-12)	$299	(7hrs)
Outlook Strategic Management	May. 28 (8-12)	$179	(4hrs)
Outlook Strategic Management w. OneNote	May. 28 (8-4)	$299	(7hrs)
Project Expert	Jun. 13 (8-4)	$349	(7hrs)
QuickBooks Bundle	May. 22 (9-4) & 23 (9-4) & Jun. 5 (9-4) & 6 (9-4)	$1049	(24hrs)
QuickBooks Online Part 1	May. 22 (9-4) & 23 (9-4)	$629	(12hrs)
Quickbooks Online Part 2	Jun. 5 (9-4) & 6 (9-4)	$629	(12hrs)
SharePoint, OneDrive and Teams	Apr. 30 (8-12) & May. 1 (8-12) or Jun. 10 (8-12) & 11 (8-12)	$299	(7hrs)
Teams	May. 15 (8-12)	$179	(3.5hrs)
Word Core	May. 13 (8-12) & 14 (8-12)	$299	(7hrs)

ADDITIONAL DETAILS AND COURSE DATES AT WWW.POWERCONCEPTS.CA

Kelowna Office
t 250.861.8324
e info@powerconcepts.ca

Vernon Office
t 250.275.4972
e info@powerconcepts.ca

tf 1.877.954.8433
f 250.861.6724
www.powerconcepts.ca