

Newcastle Computer Training / CADGraphics TIMETABLE

Courses and Available Places

Course Month / Year	Day	Date	Time	Course Code	Duration	Places Available
January 2010						
	Friday, 8 January 2010	08:30 AM		MS-ACCESS-B	7 hrs	14
				Microsoft Access for Beginners and users		
	Tuesday, 12 January 2010	08:30 AM		MS-EXCEL-I	7 hrs	14
				Microsoft Excel Intermediate		
	Thursday, 14 January 2010	08:30 AM		MS-WORD-B	4 hrs	14
				Microsoft WORD for Beginners		
	Monday, 18 January 2010	08:30 AM		MS-PP	7 hrs	14
				Microsoft PowerPoint for Beginners to Advanced		
	Tuesday, 19 January 2010	08:30 AM		NCT-ROOM2	16 hrs	0
				Room Hire - 2 days		
	Thursday, 28 January 2010	08:30 AM		CAD-PROGE	8 hrs	14
				progeCAD - Alternative to AutoCAD		
February 2010						
	Monday, 1 February 2010	08:30 AM		MYOB-2	7 hrs	14
				MYOB - Accounting Software. Day to day operations.		
	Tuesday, 2 February 2010	08:30 AM		NCT-ROOM1	8 hrs	0
				Room Hire - 1 day		
	Thursday, 4 February 2010	08:30 AM		MS-PROJECT-B	7 hrs	14
				Microsoft Project for Beginners to Intermediate		
	Friday, 5 February 2010	08:30 AM		MS-OUTLOOK	7 hrs	14
				Microsoft Outlook for Beginners to Advanced		
	Wednesday, 10 February 2010	08:30 AM		MS-EXCEL-B	4 hrs	14
				Microsoft Excel for Beginners		
	Thursday, 11 February 2010	08:30 AM		MS-WIN	3 hrs	14
				Introduction to the Windows Operating System		
	Friday, 12 February 2010	08:30 AM		MS-PROJECT-B	7 hrs	14
				Microsoft Project for Beginners to Intermediate		
	Monday, 15 February 2010	08:30 AM		MS-WORD-BI	7 hrs	14
				Microsoft WORD for Beginners to Intermediate		
	Tuesday, 16 February 2010	08:30 AM		ADOBE-ID	14 hrs	14
				Adobe InDesign		
	Wednesday, 17 February 2010	08:30 AM		ADOBE-PS	7 hrs	14
				Adobe Photoshop		
	Thursday, 18 February 2010	08:30 AM		ADOBE-DW	7 hrs	14
				Adobe Dreamweaver		
	Friday, 19 February 2010	08:30 AM		NET1	4 hrs	14
				Safety on the Net		
	Monday, 22 February 2010	08:30 AM		MS-OFFICE-07	7 hrs	14
				Microsoft Office 2007 Upgrade		

Course Month / Year	Day	Date	Time	Course Code	Duration	Places Available
		Tuesday, 23 February 2010	08:30 AM	NCT-ROOM1	8 hrs	0
		Room Hire - 1 day				
		Thursday, 25 February 2010	08:30 AM	CAD-PROGE	8 hrs	14
		progeCAD - Alternative to AutoCAD				
March 2010						
		Monday, 1 March 2010	08:30 AM	MS-ACCESS-B	7 hrs	14
		Microsoft Access for Beginners and users				
		Tuesday, 2 March 2010	08:30 AM	NCT-ROOM1	8 hrs	0
		Room Hire - 1 day				
		Thursday, 4 March 2010	08:30 AM	MS-EXCEL-A	7 hrs	14
		Microsoft Excel Advanced				
		Friday, 5 March 2010	08:30 AM	MS-WORD-A	7 hrs	14
		Microsoft WORD Advanced				
		Monday, 8 March 2010	08:30 AM	MS-PP	7 hrs	14
		Microsoft PowerPoint for Beginners to Advanced				
		Tuesday, 9 March 2010	08:30 AM	MYOB-2	7 hrs	14
		MYOB - Accounting Software. Day to day operations.				
		Friday, 12 March 2010	08:30 AM	MS-PROJECT-A	7 hrs	14
		Microsoft Project Advanced				
		Tuesday, 16 March 2010	08:30 AM	NET1	4 hrs	14
		Safety on the Net				
		Thursday, 18 March 2010	08:30 AM	MS-OUTLOOK	7 hrs	14
		Microsoft Outlook for Beginners to Advanced				
		Friday, 19 March 2010	08:30 AM	MS-VISIO-B	7 hrs	14
		Microsoft Visio for Beginners				
		Monday, 22 March 2010	08:30 AM	MS-OFFICE-07	7 hrs	14
		Microsoft Office 2007 Upgrade				
		Tuesday, 23 March 2010	08:30 AM	NCT-ROOM1	8 hrs	0
		Room Hire - 1 day				
		Wednesday, 24 March 2010	08:30 AM	NCT-ROOM1	8 hrs	0
		Room Hire - 1 day				
		Thursday, 25 March 2010	08:30 AM	CAD-PROGE	8 hrs	14
		progeCAD - Alternative to AutoCAD				
		Monday, 29 March 2010	08:30 AM	ADOBE-ID	14 hrs	14
		Adobe InDesign				
		Tuesday, 30 March 2010	08:30 AM	ADOBE-PS	7 hrs	14
		Adobe Photoshop				
		Wednesday, 31 March 2010	08:30 AM	ADOBE-DW	7 hrs	14
		Adobe Dreamweaver				