



INSPIRED BY TECHNOLOGY

2019 Training Schedule  
Midrand, South Africa



# MICROSOFT OFFICE

## Microsoft Word

Course Title	Course Code	Delivery	Duration	Price excl. VAT	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Word Beginner	MOW01	Classroom	1 day	R 1,370.00	14	11	4	8	6	10	8	2	9	7	4	2
Word Intermediate	MOW02	Classroom	1 day	R 1,370.00	16	13	6	10	8	12	10	5	11	9	6	4
Word Advanced	MOW03	Classroom	1 day	R 1,370.00	18	15	8	12	10	14	12	7	13	11	8	6

## Microsoft Powerpoint

Course Title	Course Code	Delivery	Duration	Price excl. VAT	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Powerpoint Beginner	MOP01	Classroom	2 day	R 2,740.00	30-31	21-22	20-21		30-31	27-28	30-31	27-28	26-27	30-31	28-29	

## Microsoft Excel

Course Title	Course Code	Delivery	Duration	Price excl. VAT	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Excel Beginner	MOE01	Classroom	1 day	R 1,370.00	21	25	25	24	20	19	22	19	16	21	18	9
Excel Intermediate	MOE02	Classroom	1 day	R 1,370.00	23	27	27	26	22	21	24	21	18	23	20	11
Excel Advanced	MOE03	Classroom	1 day	R 1,370.00	25	28	29	30	24	24	26	23	20	25	22	13