

IT training for users

Description:

These trainings are aimed to develop the basic skills of various users in applications.

Objectives:

- To provide a comprehensive review of various applications
- To study in depth the functionalities and features of Office applications.

Course content:

- Advanced Excel
- Advanced Word
- VBA on Excel
- Advanced Power Point
- Advanced Access
- Microsoft Project
- PC Graphics
- WEB Programming (HTML, CSS, JavaScript, PHP, MySql)
- CAD (level 1 & level 2).

Delivery type:

The trainings are scheduled for 2-5 days depending on audience background and options and are instructor led.

One day is divided in two modules of 3 hours each.