



**Application Course Schedule: January 2021 - October 2021**

**\*Class Hours are 8:00am-5:00pm CST unless otherwise noted  
Each course is 8 hours unless otherwise indicated**

All classes delivered in the live, virtual instructor-led format	vILT									
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct
<b>PERSONAL COMPUTING, OPERATING SYSTEMS, AND SECURITY AWARENESS</b>										
<a href="#">Keyboarding A to Z (\$159)</a>										
<a href="#">Security Awareness (\$318)</a>										
<a href="#">Using Microsoft Windows 10 (\$159)</a>		12								
<b>MICROSOFT OFFICE SUITE</b>										
<a href="#">Access Basic (\$159)</a>	25									
<a href="#">Access Intermediate (\$159)</a>			23							
<a href="#">Access Advanced (\$159)</a>										
<a href="#">Excel Basic (\$159)</a>	20,29	19	3	5	6					
<a href="#">Excel Intermediate (\$159)</a>	27	11,25	16	20	18					
<a href="#">Excel Advanced (\$159)</a>		23	25	29	25					
<a href="#">Excel: Advanced Data Analysis with PivotTables &amp; PowerPivot (\$159)</a>			19							
<a href="#">Excel Dashboard (\$159)</a>										
<a href="#">Using Google G Suite (\$159)</a>										
<a href="#">Office 365 Productivity Apps (\$159)</a>			4		11					
<a href="#">OneNote (\$159)</a>		2								
<a href="#">Outlook (All levels, 2 days, \$318)</a>				26						
<a href="#">PowerPoint Basic (\$159)</a>		17			7,19					
<a href="#">PowerPoint Advanced (\$159)</a>			9							
<a href="#">SharePoint Site User (\$212)</a>										
<a href="#">SharePoint Power User (\$424)</a>										
<a href="#">Word Basic (\$159)</a>				8						
<a href="#">Word Intermediate (\$159)</a>		9			13					
<a href="#">Word Advanced (\$159)</a>				1						
<b>PROJECT PLANNING</b>										
<a href="#">MS Project - Basic &amp; Advanced (2 days, \$424)</a>			29							
<b>BUSINESS INTELLIGENCE</b>										
<a href="#">Tableau Desktop Level 1 (2 days, \$424)</a>			3							
<a href="#">Tableau Desktop Level 2 (2 days, \$424)</a>				24						
<b>DESKTOP PUBLISHING, PHOTO EDITING, &amp; DESIGN SOFTWARE</b>										
<a href="#">MS Publisher (\$159)</a>										
<a href="#">MS Visio - Basic &amp; Advanced (2 days, \$424)</a>										
<a href="#">Adobe Acrobat Pro DC - Basic &amp; Advanced (2 days, \$424)</a>			11							
<a href="#">Adobe Illustrator CC - Basic &amp; Advanced (2 days, \$424)</a>										
<a href="#">Adobe InDesign CC - Basic &amp; Advanced (2 days, \$424)</a>	21									
<a href="#">Adobe Photoshop CC - Basic &amp; Advanced (2 days, \$424)</a>				6						
<b>COURSES AVAILABLE FOR PRIVATE DELIVERY ONLY (TO SCHEDULE CONTACT SHELLY BOLLING-STRICKLAND - MARC.GTI@lantecctc.com)</b>										
Facilitation Skills										
PowerBI Dashboards in a Day										
Slack for Business										
Social Media and Your Buisness										

Application Schedule