



Microsoft Partner
Silver Learning

LANTEC Application Course Schedule: March - August 2019

***Class Hours are 8:00am-5:00pm unless otherwise noted**

Baton Rouge: 11512 Lake Sherwood Ave. N - 225.293.0656 Lafayette: 900 E. St. Mary Blvd. Suite 209 - 337.233.2016	BATON ROUGE						LAFAYETTE					
	Mar	April	May	June	July	Aug	Mar	April	May	June	July	Aug
PERSONAL COMPUTING, OPERATING SYSTEMS, AND SECURITY AWARENESS												
Keyboarding A to Z (\$250)			24									
Security Awareness (\$495)			20					8				
Using Microsoft Windows 10 (\$245)		23							1			
MICROSOFT OFFICE SUITE												
Office 2016 Transition from 2010 (\$245)												
Office 365 w/ Skype for Business (\$350pp - private classes only)												
Office 365 Productivity Apps (\$350pp - private classes only)												
Word Basic (\$245)		24			19		4				22	
Word Intermediate (\$245)			23						2			
Word Advanced (\$245)				4							28	
Excel Basic (\$245)	4	12	6	3	16	8	6	9	10	10	18	6
Excel Intermediate (\$245)	18	22	20	19	25	20	18	17	17	19	30	21
Excel Advanced (\$245)	29		1	25		27			24	27		30
Excel VBA (\$245)								1				
Excel: Advanced Data Analysis with PivotTables & PowerPivot (\$245)			24									
Excel Dashboard (\$245)												
Outlook (All levels, 2 days, \$490)		2		11					6			13
PowerPoint Basic (\$245)			14			6		30				
PowerPoint Advanced (\$245)				5						14		
OneNote (\$245)		29										
DATABASE MANAGEMENT												
Access Basic (\$245)						1		15				20
Access Intermediate (\$245)									13			
Access Advanced (\$245)		9								24		
Crystal Reports 2008(v12) - 2011(v14) Designer 1 (2 days, \$750)								24				
Crystal Reports 2008(v12) - 2011(v14) Designer 2 (2 days, \$750)												
PROJECT PLANNING												
MS Project - Basic & Advanced (2 days, \$700)		15						4				
DESKTOP PUBLISHING, PHOTO EDITING, & DESIGN SOFTWARE												
MS Publisher (1 day, \$350)											21	
MS Visio - Basic & Advanced (2 days, \$700)			9									
Adobe Acrobat Pro DC - Basic & Advanced (2 days, \$700)						29			30			
Adobe Illustrator CC - Basic & Advanced (2 days, \$700)		17,22							8			
Adobe InDesign CC - Basic, Intern & Advanced (2 days, \$700)			2							12		8
Adobe Photoshop CC - Basic & Advanced (2 days, \$700)			28					2		25		
Adobe Dreamweaver CC - Basic & Advanced (2 days, \$700)												
Adobe Flash CC - Basic & Advanced (2 days, \$700)												
Adobe Captivate 7 (2 days, \$700)						28						
Introduction to HTML and CSS Coding (2 days, \$700)		14										
ACCOUNTING PACKAGES												
QuickBooks (2 Days, \$700)		8										

APPLICATION SCHEDULE