



**Tentative dates & times for future Microsoft 2003 computer skills training**

**Registration:** Call **707-863-3547**, no more than 30 days prior to training, leave the date of the class, your name, telephone number, location and title of class. (*Your name will be added to the list. You will receive a reminder call a day or two prior to the class.*)

**Fairfield One-Stop - 8:30am – 1:30pm** (Half-hour lunch - bring lunch to class)

July	08/09	Basic Excel
July	22/23	Intermediate Excel
<b>NO CLASSES IN AUGUST</b>		
September	09/10	Beginning Computer
September	23/24	PowerPoint
October	14/15	Basic Excel
October	28/29	Intermediate Excel
November	04/05	Basic Word
November	18/19	Intermediate Word
December	02/03	Access
December	16/17	Beginning Computer

**Vallejo One-Stop - 9:15am – 3:15pm** (One-hour lunch)

July	01/02	Basic Excel
July	15/16	Intermediate Excel
August	05/06	Basic Word
August	19/20	Intermediate Word
September	02/03	Beginning Computer
September	16/17	PowerPoint
October	07/08	Basic Excel
October	21/22	Intermediate Excel
November	04/05	Basic Word
November	18/19	Intermediate Word
December	02/03	Access
December	16/17	Beginning Computer

Please check for definite event dates on the current  
SEC One-Stop Calendars.