



Tentative dates & times for future Microsoft 2003 computer skills training

Registration: Call **707-863-3547**, no earlier than month prior to training, leave the date of the class, your name, telephone number, location of class 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)

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)

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.