

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
	On-site Training	*PPoint 2003 Lev.1 @	*Excel 2003 Lev.3 @	*Excel 2007 Lev.1 @	*Excel 2003 Lev.1 @	
2	3	4	5	6	7	8
Click a course >>>>	*Excel L1/some L2 @	Call Shaw today @	*Windows XP L1 @	*Word 2003 Lev.1 @	Call Shaw today @	
9	10	11	12	13	14	15
	Call Shaw today @	Call Shaw today @	Classroom Rented	Classroom Rented	Classroom Rented	
16	17	18	19	20	21	22
Click a course >>>>	*Excel 2003 L2 @	Classroom Rented	Classroom Rented	*Publisher 2003 @ Word 2003 Lev.2 @	Call Shaw today @	
23	24	25	26	27	28	29
	*Access 2003 L1 @	*Excel 2003 Lev.3 @	*Excel 2007 Lev.1 @	*PPoint 2003 Lev.2 @	*Access 2003 L2 @	
30	1	2	3	4	5	6
Click a course >>>>	*Crystal Reports 2 @	*Excel 2007 L2 @	*PPoint 2003 Lev.1 @	*Word 2007 Lev.2 @ Word 2003 Lev.1 @	*Excel 2003 Lev.1 @	

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30 Click a course >>>> for further details	1 *Crystal Reports 2 @	2 *Excel 2007 L2 @	3 *PPoint 2003 Lev.1 @	4 *Word 2007 L2 @	5 *Excel 2003 L1 @	6
7 Click a course >>>> for further details	8 *Outlook 2003 L1 @	9 *QuickBooks 2007 @	10 Call Shaw today @	11 *Excel 03 L1 Plus @	12 Day Class Closed @	13
14	15 Classroom Rented	16 Classroom Rented	17 Classroom Rented	18 Classroom Rented	19 Classroom Rented	20
21 Click a course >>>> for further details	22 Excel 2003 L2 @ 1434	23 Call Shaw today @	24 Call Shaw today @	25 Merry Christmas	26 Boxing Day	27
28	29 Trn'g Dept.Closed @	30 Trn'g Dept.Closed @	31 Trn'g Dept.Closed @	1 New Year's Day	2 Trn'g Dept.Closed @	3

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
	Trn'g Dept.Closed @	Trn'g Dept.Closed @	Trn'g Dept.Closed @	New Year's Day	Trn'g Dept.Closed @	
4	5	6	7	8	9	10
Click a course >>>>	Windows/File Mgmt @	Word 03 Lev.1 Plus @	09:00 - Excel'03 L1 a 13:00 - Access'03 L1a	09:00 - Excel'03 L1 b 13:00 - Access'03 L1b	Outlook 2003 L1 @	
11	12	13	14	15	16	17
	PPoint 2003 Lev.1 @	Call Shaw today @	Excel 2003 L2 @ 1434	Web Site Design @	Call Shaw today @	
18	19	20	21	22	23	24
Click a course >>>>	Excel 2007 Lev.1 @	Office 07 Upgrade @ 09:00 - Word 07 13:00 - Excel 07	Word 2003 Lev.2 @	QuickBooks 2007 @	Crystal Reports L1 @	
25	26	27	28	29	30	31
	Excel 2003 Lev.3 @	08:00 - MS-Project	Call Shaw today @	Office 07 Upgrade @ 09:00 - Outlook 07 13:00 - PPoint 07	On-site Training	

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1 Click a course >>>>	2 Office 07 Upgrade @ 09:00 - Word 07 13:00 - Excel 07	3 Windows/File Mgmt @	4 Excel 2003 Lev.1 @	5 Excel 2007 L2 @ 1434	6 Word 03 Lev.1 Plus @	7
8	9 Call Shaw today @	10 PPoint 2003 Lev.2 @ Word 2003 Lev.2 @	11 09:00 - Excel'03 L2 a 13:00 - Access'03 L2a	12 09:00 - Excel'03 L2 b 13:00 - Access'03 L2b	13 Simply Acctg	14
15 Click a course >>>>	16 Outlook 2003 L1 @	17 Call Shaw today @	18 Office 07 Upgrade @ 09:00 - Outlook 07 13:00 - PPoint 07	19 Access 2007 L1 @	20 Crystal Reports 2 @	21
22	23 QuickBooks 2007 @	24 Excel 2003 Lev.3 @	25 Word 2007 Lev1.	26 Call Shaw today @	27 Call Shaw today @	28

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1 Click a course >>>>	2 Windows/File Mgmt @	3 Word 03 Lev.1 Plus @	4 Call Shaw today @	5 Excel 03 L1 Plus @	6 Excel 2007 Lev.1 @	7
8	9 Office 07 Upgrade @ 09:00 - Word 07 13:00 - Excel 07	10 Call Shaw today @	11 Access 2003 L1 @	12 Crystal Reports L1 @	13 Word 2007 Lev.2 @	14
15 Click a course >>>>	16 Simply Acctg	17 Excel 2003 L2 @ 1434	18 Outlook 2003 L1 @	19 Office 07 Upgrade @ 09:00 - Outlook 07 13:00 - PPoint 07	20 PPoint 2007 Lev.1 @	21
22	23 Access 2003 L2 @	24 Call Shaw today @	25 Excel 2003 Lev.3 @	26 Access 2003 L3 @	27 QuickBooks 2007 @	28
29 Click a course >>>>	30 Call Shaw today @	31 Excel 2003 L4 @	1	2	3	4