

Computer Education Institute

100 W US HWY 20 Porter, Indiana 46304
Return Service Requested

PRESORTED
STANDARD
U.S. POSTAGE
PAID
Chesterton, IN
PERMIT NO. 378

**COMPUTER
TRAINING**
**BEGINNER to
ADVANCED**



«companyname»
«Name»
«Address»
«City» «State» «Zip»

CEI Computer Education Institute



July—September

2019

Did you know??

CEI offers Custom Office Automation

CEI will isolate and examine how your business is running from an operations perspective. We can analyze your systems and make recommendations on how you can use your existing technology, sometimes combined with innovative additions, to maximize your investment in staff and equipment.

This institution (CEI) is regulated by:
State Workforce Innovation Council
Office for Career and Technical Schools
10 N. Senate Ave, Suite SE 308
Indianapolis, IN 46204
OCTS@dwd.in.gov
http://www.in.gov/dwd/2731.htm
317 234-8338 or 317-232-1732

Our Partner...

Pulse Technology of Indiana, Inc (located in Chesterton) is a provider of IT services as well as Office Supplies, Furniture, and Equipment. We kickstart the heart of businesses providing one of the largest arrays of technological products, services and solutions.

CERTIFICATIONS: Cisco, Microsoft Silver, HP Elite, Lenovo Repair Center
SERVICES:

- Provide Desktop, Server and Infrastructure consulting
 - Workflow Process Analysis
 - Cloud Implementation Services
 - Office 365/Google Mail Conversion Services
 - Document Management Services
 - Database Design and Conversion
- IT PRACTICES:**

- Monitor all network devices 24/7
 - Backup and test on a regular basis
- SUPPORT:**

- Virtual CIO Services
- Managed Network Services
- Desktop & Server On-Site/ Remote Service

833-PULSE-IT (833-785-7348)



CEI Computer Education Institute

100 W. US Hwy 20 — Porter, IN 46304

2019
JUL
AUG
SEPT

INTRO TO WINDOWS

WINDOWS 7— LEVEL 1

Jul 2
Aug 2
Sept 3

UPGRADING TO WIN 10

Jul 5
Aug 1
Sept 4

WINDOWS 10—LEVEL 1

Jul 1
Aug 5
Sept 5

SPREADSHEETS

EXCEL 2007 - LEVEL 1,2&3

Call For Dates

EXCEL 2010/2013/2016 LEV 1

Jul 1 OR Aug 6 OR Sept 6

EXCEL 2010/2013/2016 - LEV 2

Jul 9 & 10 OR Aug 21 & 22
OR Sept 11 & 12

EXCEL 2010/2013/2016—LEV 3

Sept 24 & 25

**Class Times:
8:30-3:30**

OTHER CLASSES

POWERPOINT 2007 Level 1&2

Call for dates

POWERPOINT 2010/2013/2016 Level 1

Jul 16 OR Aug 16 OR Sept 13

POWERPOINT 2010/2013/2016 Level 2

Jul 30 OR Aug 23

PUBLISHER

Call for dates

OUTLOOK 2007

Call for Dates

OUTLOOK 2010/2013/2016

Jul 23 OR Aug 12 OR Sept 18

INTERNET - LEVEL 1

Call for Dates

SQL SERVER

Call for dates

INTERNET PARASITE REMOVAL

Jul 22 OR Aug 20

WORD PROCESSORS

WORD 2007 - LEVEL 1,2&3

Call For Dates

WORD 2010/2013/2016- LEV 1

Jul 11 OR Aug 9 OR Sept 9

WORD 2010/2013/2016 - LEV 2

Jul 17 & 18 OR Aug 21 & 22 OR
Sept 19 & 20

WORD 2010/2013/2016—LEV 3

Sept 26 & 27

DATABASES

ACCESS 2007 - LEVEL 1,2&3

Call For Dates

ACCESS 2010/2013/2016—LEV 1

Jul 8 & 9 OR Aug 14 & 15

ACCESS 2010/2013/2016—LEV 2

Jul 24 & 25 OR Aug 28 & 29

ACCESS 2010/2013/2016—LEV 3

Sept 16 & 17

UPGRADING TO EXCEL 2016

Jul 19 OR Aug 27 OR Sept 18

UPGRADING TO WORD 2016

Jul 23 OR Aug 13 OR Sept 10

UPGRADING TO ACCESS 2016

Call for dates

PROJECT 2010/2013 LEVEL 1

Jul 15 OR Aug 19 OR Sept 23

PROJECT 2010/2013 LEVEL 2

Jul 29 OR Aug 26

MOS CERTIFICATIONS (Microsoft Office Specialist)

Jul 1—Sept 30
Aug 6—Oct 31
Sept 6—Nov 30

EXCEL VISUAL BASIC

Jul 22 OR Aug 12

CALL FOR NIGHT TIME CLASS SCHEDULES

**All 1 Day classes are \$195,
2-day classes are \$390
Call for other pricing**

**VISIT US AT:
WWW.CEI-EDU.COM**

**TO REGISTER FOR A CLASS
CALL 219-926-5740 OR FAX 219-929-1930**

