

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



October—December

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)



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

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

CEI Computer Education Institute

100 W. US Hwy 20 — Porter, IN 46304

2019
OCT
NOV
DEC

INTRO TO WINDOWS

WINDOWS 7— LEVEL 1

Oct 2
Nov 1
Dec 3

UPGRADING TO WIN 10

Oct 1
Nov 4
Dec 2

WINDOWS 10—LEVEL 1

Oct 3
Nov 5
Dec 5

SPREADSHEETS

EXCEL 2007 - LEVEL 1,2&3

Call For Dates

EXCEL 2010/2013/2016 LEV 1

Oct 1 OR Nov 6 OR Dec 2

EXCEL 2010/2013/2016 - LEV 2

Oct 9 & 10 OR Nov 7 & 8
OR Dec 11 & 12

EXCEL 2010/2013/2016—LEV 3

Dec 16 & 17

WORD PROCESSORS

WORD 2007 - LEVEL 1,2&3

Call For Dates

WORD 2010/2013/2016- LEV 1

Oct 11 OR Nov 5 OR Dec 9

WORD 2010/2013/2016 - LEV 2

Oct 17 & 18 OR Nov 21 & 22

WORD 2010/2013/2016—LEV 3

Dec 18 & 19

DATABASES

ACCESS 2007 - LEVEL 1,2&3

Call For Dates

ACCESS 2010/2013/2016—LEV 1

Oct 7 & 8 OR Nov 14 & 15

ACCESS 2010/2013/2016—LEV 2

Oct 23 & 24 OR Nov 25 & 26

ACCESS 2010/2013/2016—LEV 3

Dec 4 & 5

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

OTHER CLASSES

POWERPOINT 2007 Level 1&2

Call for dates

POWERPOINT 2010/2013/2016 Level 1

Oct 16 OR Nov 11 OR Dec 13

POWERPOINT 2010/2013/2016 Level 2

Oct 30 OR Nov 20

PUBLISHER

Call for dates

OUTLOOK 2007

Call for Dates

OUTLOOK 2010/2013/2016

Oct 22 OR Nov 12 OR Dec 10

INTERNET - LEVEL 1

Call for Dates

SQL SERVER

Call for dates

INTERNET PARASITE REMOVAL

Oct 21 OR Nov 18

UPGRADING TO EXCEL 2016

Oct 15 OR Nov 27 OR Dec 18

UPGRADING TO WORD 2016

Oct 28 OR Nov 13 OR Dec 10

UPGRADING TO ACCESS 2016

Call for dates

PROJECT 2010/2013 LEVEL 1

Oct 14 OR Nov 19

PROJECT 2010/2013 LEVEL 2

Oct 29 OR Nov 26

MOS CERTIFICATIONS (Microsoft Office Specialist)

Oct 1—Dec 30

Nov 6—Jan 31

Dec 6—Feb 28

EXCEL VISUAL BASIC

Oct 22 OR Nov 12

CALL FOR NIGHT TIME CLASS SCHEDULES

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

