

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



**April—June
2020**

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>

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

2020
APR
MAY
JUN

INTRO TO WINDOWS

WINDOWS 7— LEVEL 1

Apr 3
May 4
Jun 2

UPGRADING TO WIN 10

Apr 6
May 5
Jun 3

WINDOWS 10—LEVEL 1

Apr 7
May 6
Jun 5

SPREADSHEETS

EXCEL 2007 - LEVEL 1,2&3

Call For Dates

EXCEL 2010/2013/365 LEV 1

Apr 1 OR May 7 OR Jun 4

EXCEL 2010/2013/365 - LEV 2

Apr 9 & 10 OR May 11 & 12
OR Jun 11 & 12

EXCEL 2010/2013/365—LEV 3

Jun 23 & 24

WORD PROCESSORS

WORD 2007 - LEVEL 1,2&3

Call For Dates

WORD 2010/2013/365- LEV 1

Apr 8 OR May 8 OR Jun 9

WORD 2010/2013/365 - LEV 2

Apr 16 & 17 OR May 19 & 20
OR Jun 18 & 19

WORD 2010/2013/365—LEV 3

Jun 29 & 30

DATABASES

ACCESS 2007 - LEVEL 1,2&3

Call For Dates

ACCESS 2010/2013/365—LEV 1

Apr 13 & 14 OR May 18 & 19

ACCESS 2010/2013/365—LEV 2

Apr 27 & 28 OR May 25 & 26

ACCESS 2010/2013/365—LEV 3

Jun 15 & 16

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

OTHER CLASSES

POWERPOINT 2007 Level 1&2

Call for dates

POWERPOINT 2010/2013/365 Level 1

Apr 15 OR May 13 OR Jun 10

POWERPOINT 2010/2013/365 Level 2

Apr 22 OR May 28

PUBLISHER

Call for dates

OUTLOOK 2007

Call for Dates

OUTLOOK 2010/2013/365

Apr 20 OR May 15 OR Jun 10

INTERNET - LEVEL 1

Call for Dates

SQL SERVER

Call for dates

INTERNET PARASITE REMOVAL

Apr 21 OR May 14

UPGRADING TO EXCEL 365

Apr 29 OR May 27 OR Jun 18

UPGRADING TO WORD 365

Apr 28 OR May 21 OR Jun 22

UPGRADING TO ACCESS 365

Call for dates

PROJECT 2010/2013 LEVEL 1

Apr 15 OR Jun 18

PROJECT 2010/2013 LEVEL 2

May 25 OR Jun 25

MOS CERTIFICATIONS

(Microsoft Office Specialist)

Apr 1—Jun 30

May 6—Jul 30

Jun 6—Aug 28

EXCEL VISUAL BASIC

April 13

**CALL FOR NIGHT TIME
CLASS SCHEDULES**

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