

CEI Computer Education Institute

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

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



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

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

CEI Computer Education Institute



July—September

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>
317 234-8338 or 317-232-1732

Our Partner...

Chester Inc., Information Technologies (located in Valparaiso, IN) is a Microsoft Gold Partner and Microsoft Certified Small Business Specialist that provides organizations with best-in-class data solutions. We are a technology consulting firm dedicated to the design, integration, and support of Robust IT solutions.

SERVICES:

- Analysis/Design
- Implement/Support

IT PRACTICES:

- Microsoft / Network Infrastructure
- Access Infrastructure
- Support Solutions

SUPPORT:

- Post implementation
- Managed Services
- Scheduled Services
- Hardware Service Agreements

PRODUCTS:

- HP, IBM, LeNovo
- Microsoft, Citrix,
- Symantec

Call 219-464-9999

www.chestertinc.com



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100 W. US Hwy 20 — Porter, IN 46304

2020
JUL
AUG
SEPT

INTRO TO WINDOWS

WINDOWS 7— LEVEL 1
Call for Dates

UPGRADING TO WIN 10
Jul 7
Aug 5
Sept 3

WINDOWS 10—LEVEL 1
Jul 1
Aug 6
Sept 8

Class Times:
8:30-3:30

SPREADSHEETS

EXCEL 2010 - LEVEL 1,2&3
Call For Dates

EXCEL 2013/365 LEV 1
Jul 2 OR Aug 7 OR Sept 9

EXCEL 2013/365 - LEV 2
Jul 9 & 10 OR Aug 11 & 12
OR Sept 14 & 15

EXCEL 2013/365—LEV 3
Sept 21 & 22

WORD PROCESSORS

WORD 2010 - LEVEL 1,2&3
Call For Dates

WORD 2013/365- LEV 1
Jul 8 OR Aug 10 OR Sept 9

WORD 2013/365 - LEV 2
Jul 16 & 17 OR Aug 19 & 20
OR Sept 17 & 18

WORD 2013/365—LEV 3
Sept 28 & 29

DATABASES

ACCESS 2010 - LEVEL 1,2&3
Call For Dates

ACCESS 2013/365—LEV 1
Jul 13 & 14 OR Aug 10 & 11

ACCESS 2013/365—LEV 2
Jul 27 & 28 OR Aug 24 & 25

ACCESS 2013/365—LEV 3
Sept 29 & 30

OTHER CLASSES

POWERPOINT 2010 Level 1&2
Call for dates

POWERPOINT 2013/365 Level 1
Jul 15 OR Aug 17 OR Sept 11

POWERPOINT 2013/365 Level 2
Jul 22 OR Aug 28

PUBLISHER
Call for dates

OUTLOOK 2010
Call for Dates

OUTLOOK 2013/365
Jul 20 OR Aug 18 OR Sept 16

INTERNET - LEVEL 1
Call for Dates

SQL SERVER
Call for dates

INTERNET PARASITE REMOVAL
Jul 21 OR Aug 3

UPGRADING TO EXCEL 365
Jul 29 OR Aug 27 OR Sept 18

UPGRADING TO WORD 365
Jul 28 OR Aug 21 OR Sept 22

UPGRADING TO ACCESS 365
Call for dates

MOS CERTIFICATIONS (Microsoft Office)
Jul 1—Sept 30
Aug 6—Oct 30
Sept 6—Nov 28

EXCEL VISUAL BASIC
March 30

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**

