

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

2022

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

30 YEARS...

Computer Education Institute is celebrating 30 years in business in 2022. From the very start; we have dedicated ourselves to ensuring our students are our number ONE priority. To the level of offering FREE phone support to anyone that has taken our classes. And it isn't just for 60 days or 2 years....it is FOREVER! Take just one of our classes to experience the CEI difference.

CEI

Computer Education Institute

100 W. US Hwy 20 — Porter, IN 46304

2022
APR
MAY
JUN

INTRO TO WINDOWS

UPGRADING TO WIN 10

Apr 5
May 2
Jun 2

WINDOWS 10—LEVEL 1

Apr 6
May 4
Jun 3

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

SPREADSHEETS

EXCEL 2010/2013

LEVEL 1,2&3
Call For Dates

EXCEL 2016/2019/365 LEV 1

Apr 4 OR May 3 OR Jun 1

EXCEL 2016/2019/365 LEV 2

Apr 18 & 19 OR May 16 & 17
OR Jun 15 & 16

EXCEL 2016/2019/365 LEV 3

Jun 29 & 30

WORD PROCESSORS

WORD 2010/2013

LEVEL 1,2&3
Call For Dates

WORD 2016/2019/365 LEV 1

Apr 7 OR May 3 OR Jun 1

WORD 2016/2019/365 LEV 2

Apr 27 & 28 OR May 17 & 18
OR Jun 16 & 17

WORD 2016/2019/365 LEV 3

Jun 23 & 24

DATABASES

ACCESS

LEVEL 1,2&3

Call For Dates

OTHER CLASSES

POWERPOINT 2010/2013

Level 1&2
Call for dates

POWERPOINT 2016/2019/365

Level 1
Apr 11 OR May 9 OR Jun 10

POWERPOINT 2016/2019/365

Level 2
Apr 25 OR May 20 OR Jun 24

PUBLISHER

Call for dates

OUTLOOK 2010/2013

Call for Dates

OUTLOOK 2016/2019/365

Apr 21 OR May 10
OR Jun 14

INTERNET - LEVEL 1

Call for Dates

INTERNET PARASITE REMOVAL

Apr 14 OR May 24

UPGRADING TO EXCEL 365

Apr 13 OR May 9 OR Jun 7

UPGRADING TO WORD 365

Apr 12 OR May 23 OR Jun 8

MOS CERTIFICATIONS (Microsoft Office)

Apr 1—Jun 31

May 2—July 31

Jun 7—Aug 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**

