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July 2010 Seminars

| Seminar | Date/Time | Price |
|--|--|-------|
| Essentials of Leadership | July 7 8:30 a.m. - 12:30 p.m. | \$175 |
| Windows 7 - NEW! | July 7 8:30 a.m. - 12:30 p.m. | \$155 |
| Excel 2003 - Advanced Features | July 7 & 8 1:00 p.m. - 5:00 p.m. | \$225 |
| Outlook 2007 - Calendars & Tasks | July 8 9:00 a.m. - 12:00 p.m. | \$125 |
| PowerPoint 2007 - Level I - Fundamentals | July 13 9:00 a.m. - 4:00 p.m. | \$195 |
| Excel 2007 - Level II - Charts, Formatting, & More | July 14 9:00 a.m. - 4:00 p.m. | \$195 |
| Word 2007 - Level II - Tables & Graphics | July 15 9:00 a.m. - 4:00 p.m. | \$195 |
| Leading Change | July 15 8:30 a.m. - 12:30 p.m. | \$175 |
| Excel 2003 - Databases & PivotTables | July 20 8:30 a.m. - 3:30 p.m. | \$155 |
| Coaching: Bringing Out the Best in Others | July 21 8:30 a.m. - 12:30 p.m. | \$175 |
| Accountability That Works! | July 22 8:30 a.m. - 12:30 p.m. | \$155 |
| Transition to Office 2007 | July 22 8:30 a.m. - 12:30 p.m. | \$155 |
| Access 2007 - Level I - Fundamentals | July 27, 28, & 29 8:30 a.m. - 12:30 p.m. | \$295 |
| Managing Your Own Productivity | July 29 8:30 a.m. - 12:30 p.m. | \$125 |

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