



Microsoft **Excel 2010** Training

All classes include a full day of hands-on, live instruction and course manual with access to digital courseware after the training.

All classes held at MVECA in Yellow Springs, Ohio.

Excel 2010 - Level 1 – Monday, January 13th, 8:30am-4:30pm

Excel 2010 - Level 2 – Friday, February 7th, 8:30am-4:30pm

Excel 2010 - Level 3 – Monday, March 10th, 8:30am-4:30pm

Pick one or attend all three!

Course descriptions available at <http://www.mveca.org/calendar/>

Presented by: New Horizons Computer Learning Centers

Registration deadline: **One week before event**

Registration fee must be received before the day of training.

Purchase order, cash, check, or money order only.

MVECA

330 East Enon Road

Yellow Springs, Ohio 45387

To register:

Email Sue Welsh (welsh@mveca.org)

Please include course title, full name, and payment method (P.O./check number)

or

Call 937-767-1468, extension 3106

Cost per session:

\$100/person

A \$200 VALUE! You can't get this training for less!

Please note: Capacity is limited, so registration will occur on a first come, first served basis. Each registrant will receive confirmation that registration has been received and a space has been reserved. MVECA reserves the right to cancel the event if sufficient numbers are not registered. MVECA may also cancel due to speaker cancellation or inclement weather. Attendees will be notified as soon as possible prior to the event in case of such a cancellation. Registrant safety is our primary concern. **Full registration fee will be refunded if cancellation is received no less than two weeks prior to the event.**