



Computer Training

It's the Trainer that makes the training, not the training company!

Trust your training to an experienced, professional trainer.

TRAINING AVAILABLE

Microsoft Excel

Basic
Intermediate
Advanced
Tips, Tricks, and Techniques
VBA Coding

Microsoft Access

Basic
Intermediate
Advanced
Queries and Reports for End-Users
VBA Coding
Mastering MS Access Development (3-day)

Microsoft Publisher

Basic
Intermediate

Microsoft PowerPoint

Basic
Intermediate

MS Office Integration

Using MS Word, MS Excel, MS Access, MS Publisher, MS PowerPoint, and MS Outlook as an integrated data system

TRAINING SOLUTIONS THAT WORK FOR YOUR EMPLOYEES

Whether you want to improve the productivity of your employees by showing them faster ways to do something, increase the efficiency of your employees by having them trained the correct way to do something, or get them up to speed faster on the various techniques rather than the "hunt and find" method, having them attend computer training classes is the way to go.

CAS offers a variety of classes for the business person. These are not "cookie-cutter" classes from a manual but custom-designed sessions for your company.

Your business is wasting money on employees not using the programs correctly, not taking full advantage of the power of the programs, or just using the wrong program for the task at hand. Get them up to speed and start saving money today!!

ABOUT CAS

- * Training businesses since 1993 - have trained thousands of employees in a variety of companies.
- * Very Cost Effective Classes - some classes start at \$34 per employee!
- * Custom-designed training classes for your company.
- * Half-day training sessions so that your employees don't miss a full day of work.
- * Training at your offices or ours
- * Employees leave the training with a workbook full of tricks, tips, and techniques to use at work.
- * Free, Post-training assistance
- * Experienced, highly knowledgeable business professionals providing the training - not just trainers following a manual.

A MICROSOFT SOLUTIONS PROVIDER

1676 Higby Drive
Stow OH 44224
(330) 983-9380
www.compappspec.com

MS Access Database Development
MS Excel/MS Office/Data Integration
MS Office Computer Training
Information Systems Consulting