

COURSE SCHEDULE

Feb 2023 – June 2023

Course dates may change due to courses being fully booked and new dates scheduled. Please check with us before confirming your booking.

Added Advantage Academy cc
Ck. No.: 2011/052139/23

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Introduction to Computers
10 February 2023
21 February 2023
01 March 2023
03 March 2023
30 March 2023
01 June 2023
Windows Introduction (File Management)
06 March 2023
04 April 2023
02 May 2023
05 June 2023
Word Introduction (Level 1)
13 March 2023
05 April 2023
03 May 2023
06 June 2023
Outlook Mail (Level 1)
09 March 2023
06 April 2023
08 May 2023
08 June 2022
Excel Introduction (Level 1)
08 February 2023
08 March 2023
05 April 2023
04 May 2023
07 June 2023

PowerPoint Introduction (Level 1 & 2)
10 March 2023
10 May 2023
09 June 2023
Word Intermediate (Level 2)
14 March 2023
11 April 2023
09 May 2023
13 June 2023
Excel Intermediate (Level 2)
14 February 2023
16 March 2023
13 April 2023
11 May 2023
15 June 2023
Word Advanced (Level 3)
22 March 2023
18 April 2023
16 May 2023
20 June 2023
Excel Advanced (Level 3)
23 Mar 2023
20 April 2023
18 May 2023
22 June 2023
PowerPoint Advanced (Level 2 & 3)
28 March 2023
25 April 2023
23 May 2023
27 June 2023

Excel Super User day 1 (Level 4)
23 February 2023
Excel Super User day 2 (Level 4)
02 March 2023
MS Excel Power BI Introduction Day 1
Scheduled on Request
MS Excel Power BI Introduction Day 2
Scheduled on Request
MS Excel Power BI Introduction Day 2
Scheduled on Request
Word Super User (Level 4)
Scheduled on Request
Access Introduction (Level 1)
Scheduled on Request
Access Intermediate (Level 2)
Scheduled on Request
MS Outlook Additional Features (Level 2)
Scheduled on Request
MS Teams
Scheduled on Request
MS Project Introduction (Level 1)
Scheduled on Request
Ms Project Intermediate (Level 2)
Scheduled on Request