



## September 2021 Online Schedule

### Tuesday 7<sup>th</sup>

2:00 pm to 2:20 pm	Free Live Demo 20 minutes Excel <i>Gems</i> .
--------------------	---

### Wednesday 8<sup>th</sup>

10:00 am to 10:20 pm	Free Live Demo 20 minutes Power Query <i>Snippets</i> .
----------------------	---

11:00 am to 11:20 pm	Free Live Demo 20 minutes Outlook <i>Bite Size</i> .
----------------------	--

2:00 pm to 2:20 pm	Free Live Demo 20 minutes Excel <i>Gems</i> .
--------------------	---

3:00 pm to 3:20 pm	Free Live Demo 20 minutes PowerPoint <i>Know-how</i> .
--------------------	--

### Thursday 9<sup>th</sup>

2:00 pm to 2:20 pm	Free Live Demo 20 minutes Excel <i>Gems</i> .
--------------------	---

### Tuesday 21<sup>st</sup>

10:00 am to 1:00 pm	Excel Course Basics 3 Hours €55.00 per person.
---------------------	--

2:00 pm to 5:00 pm	PowerPoint Course Basics 3 Hours €55.00 per person.
--------------------	---

### Wednesday 22<sup>nd</sup>

10:00 am to 1:00 pm	Excel Course Intermediate 3 Hours €55.00 per person.
---------------------	--

2:00 pm to 5:00 pm	PowerPoint Course Level 2 - 3 Hours €55.00 per person.
--------------------	--

### Thursday 23<sup>rd</sup>

10:00 am to 1:00 pm	Excel Course Advanced 3 Hours €55.00 per person.
---------------------	--

2:00 pm to 5:00 pm	PowerPoint Course Advanced 3 Hours €55.00 per person.
--------------------	---

### Tuesday 28<sup>th</sup>

10:00 am to 1:00 pm	Power Query Course 3 Hours €55.00 per person.
---------------------	---

### Wednesday 29<sup>th</sup>

10:00 am to 1:00 pm	Outlook Course Basics - 3 Hours €55.00 per person.
---------------------	--

### Thursday 30<sup>th</sup>

10:00 am to 1:00 pm	Outlook Course Level 2 - 3 Hours €55.00 per person.
---------------------	---