



## TRAINING COURSES

### Blackboard

- [Blackboard Assessments](#)
- [Blackboard Basics](#)
- [Blackboard Communication Areas](#)
- [Blackboard Course Building](#) (Getting your Course Materials Loaded)
- [Blackboard Learning Units](#)
- [Making Blackboard Beautiful](#)
- [Blackboard Gradebook](#)

### Computer Orientation

- [Laptop Computer Orientation](#)
- [Macintosh Orientation](#)
- [PC/Computer Account Orientation](#)
- [Remote Access](#)

### Database/Spreadsheet

- [Filemaker Pro](#)
- [Microsoft Excel](#)
- [Microsoft Access](#)

### Office Packages

- [Microsoft Word](#)
- [Corel Word Perfect](#)
- [Microsoft PowerPoint Basics](#)
- [Microsoft PowerPoint Advanced](#)
- [Microsoft Outlook Basics](#)
- [Microsoft Outlook Advanced](#)
- [Microsoft Outlook Spam Filtering](#)

### Publishing

- [Adobe InDesign](#)

### Web Design/Creation

- [Macromedia Dreamweaver: Introduction](#)
- [Macromedia Dreamweaver: Style Essentials](#)
- [Macromedia Dreamweaver: Form Creation](#)
- [Macromedia Dreamweaver: Creating a Faculty Web Page](#)
- [Macromedia Dreamweaver and Adobe Photoshop: Web Graphics and your Web Site](#)
- [Web Graphics: Paint Shop Pro & Dreamweaver](#)



**Don't see the course you want?** Drop us a line and let us know. We will create the course that suits your needs.