

Invest in yourself!

Business Training might be a tax deductible business expense.

Atlanta Training Calendar of Software, IT, QuickBooks and Microsoft Access, Excel, Word, PowerPoint, Publisher, Project, Outlook Classes.

Contact: 770.498.7333

<http://www.probiztechnology.com/calendar.htm> [**Online Calendar**]

Access 2010 Comprehensive Training - MCAS Certification Prep

Date: Tues - Thurs, Jan 03 2012 - Jan 05 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/access2010trainingatlanta.htm>

Access 2010 Comprehensive Training - MCAS Certification Prep

Please bring your laptop.

Excel 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Jan 09 2012 - Jan 11 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_excel-2007-training-atlanta.htm

Excel 2007 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

Outlook 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Jan 09 2012 - Jan 11 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/outlook2010trainingatlanta.htm>

Outlook 2010 Comprehensive Training - Certification Prep

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Interested in On-Site Training?

We can provide on-site training for groups of as few as 4 people. Our on-site courses are a great value. **Call 770.498.7333** or email us for information.

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Excel 2010 Comprehensive Course - MCAS Certification Prep

Date: Tue - Thurs, Jan 17 2012 - Jan 19 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/excel2010trainingatlanta.htm>

Excel 2010 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

Word 2007 Comprehensive Training - Certification Prep Course

Date: Tue - Thurs, Jan 17 2012 - Jan 19 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_word-2007-certification-prep.htm

Word 2007 Comprehensive Training - Certification Prep Course

Please bring your laptop.

Access 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Jan 23 2012 - Jan 25 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_access-2007-certification-prep.htm

Access 2007 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

*Jackie helped us develop our personal Access database for internal use. **This custom training was invaluable** to the success of our new initiatives.*

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Quickbooks Training - Atlanta (Weekdays)

Date: Thurs & Fri, Jan 26 & 27, 2012

Time: 8:30 am - 5:00 pm

Hours: 18 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 325 - \$349

Info or Registration:

http://www.probiztechnology.com/c_quickbooks_training_atlanta.htm

Quickbooks Training - Atlanta (Weekdays)

*Great presenter. **Extremely engaging and knowledgeable** of the subject matter. I personally enjoyed hearing real world experience w/ the product and the challenges faced.*

PowerPoint 2010 Comprehensive Training - Certification Prep

Date: Thurs & Fri, Jan 26 2012 - Jan 28 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 349 - \$399 entire course, \$179 - \$199 per session

Info or Registration:

<http://www.probiztechnology.com/powerpoint2010trainingatlanta.htm>

PowerPoint 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

Jackie Kiadii is a very professional, upbeat & positive trainer.

Word 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Jan 30 2012 - Feb 01 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/word2010trainingatlanta.htm>

Word 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

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Outlook 2007 Comprehensive Training - Certification Prep

Date: Mon-Wed, Jan 30 2012 - Feb 01 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/outlook2007trainingatlanta.htm>

Outlook 2007 Comprehensive Training - Certification Prep

Please bring your laptop.

PowerPoint 2007 Comprehensive Training - Certification Prep

Date: Thurs & Fri, Feb 02 2012 - Feb 04 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 349 - \$399 entire course, \$179 - \$199 per session

Info or Registration:

<http://www.probiztechnology.com/powerpoint2007trainingatlanta.htm>

PowerPoint 2007 Comprehensive Training - Certification Prep

Please bring your laptop.

Access 2010 Comprehensive Training - MCAS Certification Prep

Date: Monday - Wednesday, Feb 06 2012 - Feb 08 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/access2010trainingatlanta.htm>

Access 2010 Comprehensive Training - MCAS Certification Prep

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Outlook 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Feb 13 2012 - Feb 15 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/outlook2010trainingatlanta.htm>

Outlook 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

Our office experienced numerous problems and downtime when we transitioned to Outlook 2010. In a few hours, Jackie was able to bring us up to speed – her training helped us save countless hours in wasted time.

Excel 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Feb 13 2012 - Feb 15 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_excel-2007-training-atlanta.htm

Excel 2007 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

Excel 2010 Comprehensive Course - MCAS Certification Prep

Date: Tue - Thurs, Feb 21 2012 - Feb 23 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

<http://www.probiztechnology.com/excel2010trainingatlanta.htm>

Excel 2010 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

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Contact: 770.498.7333

<http://www.probiztechnology.com/calendar.htm> [**Online Calendar**]

Word 2007 Comprehensive Training - Certification Prep Course

Date: Tue - Thurs, Feb 21 2012 - Feb 23 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_word-2007-certification-prep.htm

Word 2007 Comprehensive Training - Certification Prep Course

Please bring your laptop.

PowerPoint 2010 Comprehensive Training - Certification Prep

Date: Thurs & Fri, Feb 23 2012 - Feb 25 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: 349 - \$399 entire course, \$179 - \$199 per session

Info or Registration:

<http://www.probiztechnology.com/powerpoint2010trainingatlanta.htm>

PowerPoint 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

Quickbooks Training - Atlanta (Weekdays)

Date: Thurs & Fri, Feb 23 & 24, 2012

Time: 8:30 am - 5:00 pm

Hours: 18 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 349

Info or Registration:

http://www.probiztechnology.com/c_quickbooks_training_atlanta.htm

Quickbooks Training - Atlanta (Weekdays)

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We can provide on-site training for groups of as few as 4 people. Our on-site courses are a great value. **Call 770.498.7333** or email us for information.

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Access 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Feb 27 2012 - Feb 29 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 499 - \$599 Entire Course, \$199-\$249 per day

Info or Registration:

http://www.probiztechnology.com/c_access-2007-certification-prep.htm

Access 2007 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

*I loved the interaction going from instruction mode to hands on mode capitalizing on practice tools in the course. I would like to engage more of that because it was so useful. I ended up practicing on the real application I originally took the class for on and found a lot of value in taking that time to do the self homework to bring any questions in from the lessons learned the night before. **Access 2007 Online Training***

PowerPoint 2007 Comprehensive Training - Certification Prep

Date: Saturdays, March 3 & 10, 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 349 - \$399 entire course, \$179 - \$199 per day

Info or Registration:

<http://www.probiztechnology.com/powerpoint2007trainingatlanta.htm>

PowerPoint 2007 Comprehensive Training - Certification Prep

Please bring your laptop.

Outlook 2007 Comprehensive Training - Certification Prep

Date: Mon-Wed, Mar 05 2012 - Mar 07 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

<http://www.probiztechnology.com/outlook2007trainingatlanta.htm>

Outlook 2007 Comprehensive Training - Certification Prep

Please bring your laptop.

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Word 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Mar 05 2012 - Mar 07 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

<http://www.probiztechnology.com/word2010trainingatlanta.htm>

Word 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

Access 2010 Comprehensive Training - MCAS Certification Prep

Date: Monday - Wednesday, Mar 12 2012 - Mar 14 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

<http://www.probiztechnology.com/access2010trainingatlanta.htm>

Access 2010 Comprehensive Training - MCAS Certification Prep

Please bring your laptop.

Excel 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Mar 19 2012 - Mar 21 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

http://www.probiztechnology.com/c_excel-2007-training-atlanta.htm

Excel 2007 Comprehensive Course - MCAS Certification Prep

Please bring your laptop.

*Very professional, courteous & knowledgeable. Readily responds to questions. I enjoyed and learned a lot from every aspect of the class. Did an excellent job of explaining procedures step-by-step. Excellent instructor - **I never got tired of learning - kept class moving.***

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Outlook 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Mar 19 2012 - Mar 21 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

<http://www.probiztechnology.com/outlook2010trainingatlanta.htm>

Outlook 2010 Comprehensive Training - Certification Prep

Please bring your laptop.

PowerPoint 2010 Comprehensive Training - Certification Prep

Date: Thurs & Fri, Mar 22 2012 - Mar 24 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$ 349 - \$399 entire course, \$179 - \$199 per day

Info or Registration:

<http://www.probiztechnology.com/powerpoint2010trainingatlanta.htm>

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Please bring your laptop.

Excel 2010 Comprehensive Course - MCAS Certification Prep

Date: Mon-Wed, Mar 26 2012 - Mar 28 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

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Date: Mon-Wed, Mar 26 2012 - Mar 28 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

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Word 2007 Comprehensive Training - Certification Prep Course

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PowerPoint 2007 Comprehensive Training - Certification Prep

Date: Thurs & Fri, Mar 29 2012 - Mar 31 2012

Time: 9:00 am - 5:00 pm

Hours: 14 **# Sessions:** 2

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$349 - \$399 entire course, \$179 - \$199 per day

Info or Registration:

<http://www.probiztechnology.com/powerpoint2007trainingatlanta.htm>

PowerPoint 2007 Comprehensive Training - Certification Prep

Please bring your laptop.

Access 2007 Comprehensive Course - MCAS Certification Prep

Date: Monday - Wednesday, Apr 02 2012 - Apr 04 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

Fee: \$499 - \$599 Entire Course, \$199 - \$249 per day

Info or Registration:

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Word 2010 Comprehensive Training - Certification Prep

Date: Mon-Wed, Apr 09 2012 - Apr 11 2012

Time: 9:00 am - 5:00 pm

Hours: 21 **# Sessions:** 3

Place: 2321 Fourth Street Suite 201 Tucker, GA 30084

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CITY: _____ ST: _____ ZIP: _____

CONTACT PHONE NUMBER: (_____) _____

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One time charge in the amount of \$ _____.

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Signed: _____

Print name: _____

Dated: _____ / _____ / _____

PLEASE FAX TO: (678) 868-1379

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7 Reasons to Attend Our Training:

1. **An investment in yourself yields the best return.** In addition to being a potential **tax-deductible expense**, the investment you make in training yields returns in making you more productive and competitive.
2. **Passion - We go the extra mile.** We choose instructors who are passionately committed to each student's success, and we take the time to provide follow-up coaching (often at no extra cost) to make sure you are equipped to use the software. As one student says: *Even after the class was over, Jackie has been an invaluable resource by showing her continuous quest to ensure that Microsoft Access is demystified.*
3. **Small Class size:** This course is limited to 10 students, providing you the opportunity to get 1-on-1 assistance.
4. **Expertise.** We only hire subject matter experts (SME) Since they know the subject matter inside and out, our instructors are able to adapt the training "on the fly" to meet students' needs. To request instructor credentials, [please click here](#).
5. **Affordable - a great value.** Even at the regular prices, most of our 3-day courses are approximately \$200 less than other courses.
6. The MS Office training manuals are approved as preparation materials for the Microsoft Certified Application Specialist exams.
7. **Flexibility.** Can't make it to our location? No worries. Our courses are now conveniently offered online. This means you can attend, no matter where you are, as long as you have high speed Internet access.

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