

USA Computer Applications Course Matrix
 To register call 251- 431-6405 or visit www.usacontinuinged.com

Class Name	2010		2010		
	Aug	Sep	Oct	Nov	Dec
Introduction to Computers	Aug	Sep	Oct	Nov	Dec
Computer & Internet Fundamentals			29		
Excel 2003 & 2007	Aug	Sep	Oct	Nov	Dec
Excel 2003 Basic	4	10	13	10	10
Excel 2003 Intermediate	18	17	27	19	17
Excel 2003 Advanced		29			
Excel 2007 Basic	11	8	6	3	1
Excel 2007 Intermediate	25	15	20	17	8
Excel 2007 Advanced		22			15
Word 2003 & 2007	Aug	Sep	Oct	Nov	Dec
Word 2003 Basic		13	25		6
Word 2003 Intermediate	2				
Word 2003 Advanced					
Word 2007 Basic	9		4		13
Word 2007 Intermediate			18		
Access 2003 & 2007	Aug	Sep	Oct	Nov	Dec
Access 2003 Basic			8		
Access 2003 Intermediate					
Access 2003 Advanced					
Access 2007 Basic		20		8	
Access 2007 Intermediate		27			
Outlook 2003 & 2007	Aug	Sep	Oct	Nov	Dec
Outlook 2003 Basic			15		
Outlook 2003 Advanced					
Outlook 2007 Basic	13			12	
PowerPoint 2003 & 2007	Aug	Sep	Oct	Nov	Dec
PowerPoint 2003 Basic	27			1	
PowerPoint 2003 Advanced					
PowerPoint 2007 Basic	6			15	
PowerPoint 2007 Advanced					
PowerPoint 2007 Sales Presentations			1		
Publisher 2003 & 2007	Aug	Sep	Oct	Nov	Dec
Publisher 2003 Basic			22		
Publisher 2007 Basic		3			
Office 2007	Aug	Sep	Oct	Nov	Dec
Office 2007: New Features	16*			22*	
Web Design	Aug	Sep	Oct	Nov	Dec
HTML 4.0 / XHTML	30-1**				
Dreamweaver CS3 Basic	30-1**				
Adobe	Aug	Sep	Oct	Nov	Dec
Adobe Acrobat 8.0	23			29	
Windows 7	Aug	Sep	Oct	Nov	Dec
Windows 7					

* - NEW Half Day Format

** - HTML & Dreamweaver combined for half-day "bootcamp" over 3 days