

# Technology Training Upcoming Classes

High-quality training for the  
Stanford community

Use your STAP funds to  
Enroll TODAY

Computing Essentials			
Accomplishing More With Less in the Technology World	F June 12	8:30-3:30	\$220
Microsoft Office			
Word Intermediate: Managing Styles, Lists, and Sections (PC)	Th June 25	9-12	\$220
90 MINUTES - Excel: Fixing Data Problems (PC)	M June 22	8:30-10	\$150
90 MINUTES - Conditional Formatting (PC)	M June 22	10:30-12	\$150
90 MINUTES - The Best Excel Techniques You've Never Heard Of (PC)	M June 22	1-2:30	\$150
90 MINUTES - Debugging Excel Formulas (PC)	M June 22	3-4:30	\$150
Excel Basics: Workbooks, Worksheets, and Formulas (PC)	T June 9	9-12	\$220
Excel: Tips and Tricks, Part 1 (PC)	Th June 18	9-12	\$220
Excel: Tips and Tricks, Part 2 (PC)	W June 24	9-12	\$220
Excel: Pivot Tables, Level 1a (PC)	Th June 18	1-4	\$220
Excel: Pivot Tables, Level 1b (PC)	T June 30	9-12	\$220
Excel: Graphs and Charts, Part 1 (PC)	W June 24	1-4	\$220
Data Mining with Excel: Diving into Advanced Filter and Database Functions	T June 2	1-4	\$220
Presentations and Photo Editing			
Mastering Presentations with PowerPoint (PC)	Th June 18	9-4	\$345
PowerPoint: Level 2 (PC)	W June 17	9-4	\$345
Photoshop Essentials	F June 19	9-4	\$345
Creating Print Media with Illustrator / InDesign / Photoshop	F June 26	9-4	\$345
Database Management			
FileMaker Pro, Level 1a	T June 2	1-4	\$220
FileMaker Pro, Level 1b	F June 26	1-4	\$220
Access: Level 1a	T June 2	9-12	\$220
Access: Level 1b	F June 26	9-12	\$220
Web Creation and IT Professional Skills			
Drupal for Content Editors	F June 19	9-12	\$220
HTML5: Getting Started	W June 3	9-12	\$220
SQL Essentials	W June 10	9-4	\$345
Advanced SQL Scripting	W June 24	9-4	\$345

## Enroll with STAP at:

[itsupcoming.stanford.edu](http://itsupcoming.stanford.edu)

August 17 - 28, 2015

## 7th Annual Techie Festival

- Adobe Creative Suite
- GitHub
- Excel PivotTables
- MailChimp, and more!

Last chance to use your  
STAP Funds!

[techiefestival.stanford.edu](http://techiefestival.stanford.edu)

## Individualized Training

### Customized 1-on-1 Sessions

- 90-minute or 3-hour sessions
- Pick your learning objectives
- Use your STAP funds

[1-on-1.stanford.edu](http://1-on-1.stanford.edu)

## Classes on Request

### Timely Training For Your Group

- Focus on your group's needs
- Based on Tech Training classes
- Your location or ours!

[classesonrequest.stanford.edu](http://classesonrequest.stanford.edu)

## Technology Training

WEB: [techtraining.stanford.edu](http://techtraining.stanford.edu)

PHONE: (650) 723-4391

EMAIL: [techtraining@stanford.edu](mailto:techtraining@stanford.edu)

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