

CUSTOM TRAINING TO MEET YOUR NEEDS

PROFESSIONAL EDUCATION ATLANTIC COLLEGE

In partnership with 8667837 Canada Society

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 Non-Profit Registration Number: 842853376RC0001

Code	Product Name	Description
110-01	Access 2013 to 2018 Core Essentials	Microsoft Applications Training
110-02	Computer Basics - Advanced	Microsoft Applications Training
110-03	Computer Basics - Expert	Microsoft Applications Training
110-04	Computer Basics - Foundation	Microsoft Applications Training
110-05	Computer Basics - Intermediate	Microsoft Applications Training
110-06	Core Essentials - MS Access 2007	Microsoft Applications Training
110-07	Core Essentials - MS Excel 2007	Microsoft Applications Training
110-08	Core Essentials - MS Outlook 2007	Microsoft Applications Training
110-09	Core Essentials - MS PowerPoint 2007	Microsoft Applications Training
110-10	Core Essentials - MS Project 2007	Microsoft Applications Training
110-11	Core Essentials - MS Publisher 2007	Microsoft Applications Training
110-12	Core Essentials - MS Word 2007	Microsoft Applications Training
110-13	Excel 2013 to 2018 Core Essentials	Microsoft Applications Training
110-14	Microsoft Business Contact Manager 2010 to 2018 - Complete	Microsoft Applications Training
110-15	Microsoft Internet Explorer 6	Microsoft Applications Training
110-16	Microsoft Internet Explorer 7	Microsoft Applications Training
110-17	Microsoft Internet Explorer 8	Microsoft Applications Training
110-18	Microsoft Office Access 2002 - Advanced	Microsoft Applications Training
110-19	Microsoft Office Access 2002 - Foundation	Microsoft Applications Training
110-20	Microsoft Office Access 2002 - Intermediate	Microsoft Applications Training
110-21	Microsoft Office Access 2003 - Advanced	Microsoft Applications Training
110-22	Microsoft Office Access 2003 - Foundation	Microsoft Applications Training
110-23	Microsoft Office Access 2003 - Intermediate	Microsoft Applications Training
110-24	Microsoft Office Access 2007 - Advanced	Microsoft Applications Training
110-25	Microsoft Office Access 2007 - Expert	Microsoft Applications Training
110-26	Microsoft Office Access 2007 - Foundation	Microsoft Applications Training
110-27	Microsoft Office Access 2007 - Intermediate	Microsoft Applications Training
110-28	Microsoft Office Access 2010 to 2018 - Advanced	Microsoft Applications Training
110-29	Microsoft Office Access 2010 to 2018 - Foundation	Microsoft Applications Training
110-30	Microsoft Office Access 2010 to 2018 - Intermediate	Microsoft Applications Training
110-31	Microsoft Office Business Contact Manager 3	Microsoft Applications Training
110-32	Microsoft Office Excel 2002 - Advanced	Microsoft Applications Training
110-33	Microsoft Office Excel 2002 - Foundation	Microsoft Applications Training
110-34	Microsoft Office Excel 2002 - Intermediate	Microsoft Applications Training
110-35	Microsoft Office Excel 2003 - Advanced	Microsoft Applications Training

110-36	Microsoft Office Excel 2003 - Foundation	Microsoft Applications Training
110-37	Microsoft Office Excel 2003 - Intermediate	Microsoft Applications Training
110-38	Microsoft Office Excel 2007 - Advanced	Microsoft Applications Training
110-39	Microsoft Office Excel 2007 - Expert	Microsoft Applications Training
110-40	Microsoft Office Excel 2007 - Foundation	Microsoft Applications Training
110-41	Microsoft Office Excel 2007 - Intermediate	Microsoft Applications Training
110-42	Microsoft Office Excel 2010 to 2018 - Advanced	Microsoft Applications Training
110-43	Microsoft Office Excel 2010 to 2018 - Foundation	Microsoft Applications Training
110-44	Microsoft Office Excel 2010 to 2018 - Intermediate	Microsoft Applications Training
110-45	Microsoft Office InfoPath 2007 - Advanced	Microsoft Applications Training
110-46	Microsoft Office InfoPath 2007 - Expert	Microsoft Applications Training
110-47	Microsoft Office InfoPath 2007 - Foundation	Microsoft Applications Training
110-48	Microsoft Office InfoPath 2007 - Intermediate	Microsoft Applications Training
110-49	Microsoft Office InfoPath Designer 2010 to 2018 - Advanced	Microsoft Applications Training
110-50	Microsoft Office InfoPath Designer 2010 to 2018 - Foundation	Microsoft Applications Training
110-51	Microsoft Office InfoPath Designer 2010 to 2018 - Intermediate	Microsoft Applications Training
110-52	Microsoft Office OneNote 2007	Microsoft Applications Training
110-53	Microsoft Office OneNote 2010 to 2018 - Advanced	Microsoft Applications Training
110-54	Microsoft Office OneNote 2010 to 2018 - Foundation	Microsoft Applications Training
110-55	Microsoft Office OneNote 2010 to 2018 - Intermediate	Microsoft Applications Training
110-56	Microsoft Office Outlook 2002 - Advanced	Microsoft Applications Training
110-57	Microsoft Office Outlook 2002 - Foundation	Microsoft Applications Training
110-58	Microsoft Office Outlook 2002 - Intermediate	Microsoft Applications Training
110-59	Microsoft Office Outlook 2003 - Advanced	Microsoft Applications Training
110-60	Microsoft Office Outlook 2003 - Foundation	Microsoft Applications Training
110-61	Microsoft Office Outlook 2003 - Intermediate	Microsoft Applications Training
110-62	Microsoft Office Outlook 2007 - Advanced	Microsoft Applications Training
110-63	Microsoft Office Outlook 2007 - Expert	Microsoft Applications Training
110-64	Microsoft Office Outlook 2007 - Foundation	Microsoft Applications Training
110-65	Microsoft Office Outlook 2007 - Intermediate	Microsoft Applications Training
110-66	Microsoft Office Outlook 2010 to 2018 - Advanced	Microsoft Applications Training
110-67	Microsoft Office Outlook 2010 to 2018 - Foundation	Microsoft Applications Training
110-68	Microsoft Office Outlook 2010 to 2018 - Intermediate	Microsoft Applications Training
110-69	Microsoft Office PowerPoint 2002 - Advanced	Microsoft Applications Training
110-70	Microsoft Office PowerPoint 2002 - Foundation	Microsoft Applications Training
110-71	Microsoft Office PowerPoint 2002 - Intermediate	Microsoft Applications Training
110-72	Microsoft Office PowerPoint 2003 - Advanced	Microsoft Applications Training
110-73	Microsoft Office PowerPoint 2003 - Foundation	Microsoft Applications Training
110-74	Microsoft Office PowerPoint 2003 - Intermediate	Microsoft Applications Training
110-75	Microsoft Office PowerPoint 2007 - Advanced	Microsoft Applications Training
110-76	Microsoft Office PowerPoint 2007 - Expert	Microsoft Applications Training
110-77	Microsoft Office PowerPoint 2007 - Foundation	Microsoft Applications Training
110-78	Microsoft Office PowerPoint 2007 - Intermediate	Microsoft Applications Training
110-79	Microsoft Office PowerPoint 2010 to 2018 - Advanced	Microsoft Applications Training
110-80	Microsoft Office PowerPoint 2010 to 2018 - Foundation	Microsoft Applications Training
110-81	Microsoft Office PowerPoint 2010 to 2018 - Intermediate	Microsoft Applications Training

110-82	Microsoft Office Project 2002 - Advanced	Microsoft Applications Training
110-83	Microsoft Office Project 2002 - Foundation	Microsoft Applications Training
110-84	Microsoft Office Project 2002 - Intermediate	Microsoft Applications Training
110-85	Microsoft Office Project 2003 - Advanced	Microsoft Applications Training
110-86	Microsoft Office Project 2003 - Foundation	Microsoft Applications Training
110-87	Microsoft Office Project 2003 - Intermediate	Microsoft Applications Training
110-88	Microsoft Office Project 2007 - Advanced	Microsoft Applications Training
110-89	Microsoft Office Project 2007 - Expert	Microsoft Applications Training
110-90	Microsoft Office Project 2007 - Foundation	Microsoft Applications Training
110-91	Microsoft Office Project 2007 - Intermediate	Microsoft Applications Training
110-92	Microsoft Office Project 2010 to 2018 - Advanced	Microsoft Applications Training
110-93	Microsoft Office Project 2010 to 2018 - Foundation	Microsoft Applications Training
110-94	Microsoft Office Project 2010 to 2018 - Intermediate	Microsoft Applications Training
110-95	Microsoft Office Publisher 2002 - Advanced	Microsoft Applications Training
110-96	Microsoft Office Publisher 2002 - Foundation	Microsoft Applications Training
110-97	Microsoft Office Publisher 2002 - Intermediate	Microsoft Applications Training
110-98	Microsoft Office Publisher 2003 - Advanced	Microsoft Applications Training
110-99	Microsoft Office Publisher 2003 - Foundation	Microsoft Applications Training
110-100	Microsoft Office Publisher 2003 - Intermediate	Microsoft Applications Training
110-101	Microsoft Office Publisher 2007 - Advanced	Microsoft Applications Training
110-102	Microsoft Office Publisher 2007 - Expert	Microsoft Applications Training
110-103	Microsoft Office Publisher 2007 - Foundation	Microsoft Applications Training
110-104	Microsoft Office Publisher 2007 - Intermediate	Microsoft Applications Training
110-105	Microsoft Office Publisher 2010 to 2018 - Advanced	Microsoft Applications Training
110-106	Microsoft Office Publisher 2010 to 2018 - Foundation	Microsoft Applications Training
110-107	Microsoft Office Publisher 2010 to 2018 - Intermediate	Microsoft Applications Training
110-108	Microsoft Office SharePoint Designer 2007 - Advanced	Microsoft Applications Training
110-109	Microsoft Office SharePoint Designer 2007 - Expert	Microsoft Applications Training
110-110	Microsoft Office SharePoint Designer 2007 - Foundation	Microsoft Applications Training
110-111	Microsoft Office SharePoint Designer 2007 - Intermediate	Microsoft Applications Training
110-112	Microsoft Office SharePoint Server 2007	Microsoft Applications Training
110-113	Microsoft Office SharePoint Server 2010 to 2018	Microsoft Applications Training
110-114	Microsoft Office Visio 2007	Microsoft Applications Training
110-115	Microsoft Office Visio 2010 to 2018 - Advanced	Microsoft Applications Training
110-116	Microsoft Office Visio 2010 to 2018 - Foundation	Microsoft Applications Training
110-117	Microsoft Office Visio 2010 to 2018 - Intermediate	Microsoft Applications Training
110-118	Microsoft Office Word 2002 - Advanced	Microsoft Applications Training
110-119	Microsoft Office Word 2002 - Expert	Microsoft Applications Training
110-120	Microsoft Office Word 2002 - Foundation	Microsoft Applications Training
110-121	Microsoft Office Word 2002 - Intermediate	Microsoft Applications Training
110-122	Microsoft Office Word 2003 - Advanced	Microsoft Applications Training
110-123	Microsoft Office Word 2003 - Expert	Microsoft Applications Training
110-124	Microsoft Office Word 2003 - Foundation	Microsoft Applications Training
110-125	Microsoft Office Word 2003 - Intermediate	Microsoft Applications Training
110-126	Microsoft Office Word 2007 - Advanced	Microsoft Applications Training
110-127	Microsoft Office Word 2007 - Expert	Microsoft Applications Training

110-128	Microsoft Office Word 2007 - Foundation	Microsoft Applications Training
110-129	Microsoft Office Word 2007 - Intermediate	Microsoft Applications Training
110-130	Microsoft Office Word 2010 to 2018 - Advanced	Microsoft Applications Training
110-131	Microsoft Office Word 2010 to 2018 - Expert	Microsoft Applications Training
110-132	Microsoft Office Word 2010 to 2018 - Foundation	Microsoft Applications Training
110-133	Microsoft Office Word 2010 to 2018 - Intermediate	Microsoft Applications Training
110-134	Microsoft Outlook Express 6	Microsoft Applications Training
110-135	Microsoft SharePoint Designer 2010 to 2018 - Advanced	Microsoft Applications Training
110-136	Microsoft SharePoint Designer 2010 to 2018 - Foundation	Microsoft Applications Training
110-137	Microsoft SharePoint Designer 2010 to 2018 - Intermediate	Microsoft Applications Training
110-138	Microsoft Windows 7 - Advanced	Microsoft Applications Training
110-139	Microsoft Windows 7 - Expert	Microsoft Applications Training
110-140	Microsoft Windows 7 - Foundation	Microsoft Applications Training
110-141	Microsoft Windows 7 - Intermediate	Microsoft Applications Training
110-142	Microsoft Windows 8 - Advanced	Microsoft Applications Training
110-143	Microsoft Windows 8 - Expert	Microsoft Applications Training
110-144	Microsoft Windows 8 - Foundation	Microsoft Applications Training
110-145	Microsoft Windows 8 - Intermediate	Microsoft Applications Training
110-146	Microsoft Windows Vista - Advanced	Microsoft Applications Training
110-147	Microsoft Windows Vista - Expert	Microsoft Applications Training
110-148	Microsoft Windows Vista - Foundation	Microsoft Applications Training
110-149	Microsoft Windows Vista - Intermediate	Microsoft Applications Training
110-150	Microsoft Windows XP - Advanced	Microsoft Applications Training
110-151	Microsoft Windows XP - Foundation	Microsoft Applications Training
110-152	Microsoft Windows XP - Intermediate	Microsoft Applications Training
110-153	OneNote 2013 to 2018 Core Essentials	Microsoft Applications Training
110-154	Outlook 2013 to 2018 Core Essentials	Microsoft Applications Training
110-155	Overcoming Objections to Nail the Sale	Microsoft Applications Training
110-156	PowerPoint 2013 to 2018 Core Essentials	Microsoft Applications Training
110-157	Upgrading To Access 2007	Microsoft Applications Training
110-158	Upgrading To Access 2010 to 2018	Microsoft Applications Training
110-159	Upgrading To Excel 2007	Microsoft Applications Training
110-160	Upgrading To Excel 2010 to 2018	Microsoft Applications Training
110-161	Upgrading To InfoPath 2007	Microsoft Applications Training
110-162	Upgrading To InfoPath 2010 to 2018	Microsoft Applications Training
110-163	Upgrading To OneNote 2010 to 2018	Microsoft Applications Training
110-164	Upgrading To Outlook 2007	Microsoft Applications Training
110-165	Upgrading To Outlook 2010 to 2018	Microsoft Applications Training
110-166	Upgrading To PowerPoint 2007	Microsoft Applications Training
110-167	Upgrading To PowerPoint 2010 to 2018	Microsoft Applications Training
110-168	Upgrading To Project 2007	Microsoft Applications Training
110-169	Upgrading To Project 2010 to 2018	Microsoft Applications Training
110-170	Upgrading To Publisher 2007	Microsoft Applications Training
110-171	Upgrading To Publisher 2010 to 2018	Microsoft Applications Training
110-172	Upgrading To SharePoint Designer 2007	Microsoft Applications Training
110-173	Upgrading To SharePoint 2010 to 2018	Microsoft Applications Training

110-174	Upgrading To Visio 2010 to 2018	Microsoft Applications Training
110-175	Upgrading To Word 2007	Microsoft Applications Training
110-176	Upgrading To Word 2010 to 2018	Microsoft Applications Training
110-177	Upgrading to Windows 7 From XP	Microsoft Applications Training
110-178	Upgrading to Windows 7 from Vista	Microsoft Applications Training
110-179	Upgrading to Windows Vista	Microsoft Applications Training
110-180	Visio 2013 to 2018 Core Essentials	Microsoft Applications Training
110-181	Windows Mail 7	Microsoft Applications Training
110-182	Word 2013 to 2018 Core Essentials	Microsoft Applications Training

PERSONALIZED LEARNING:

Option 1: Classroom (Workshop style)

Option 2: One-on-One Instructor-led (Via Skype)

Option 3: Self-guided with facilitator available on demand

CLASSROOM LOCATIONS AND DATES: To be determined (based on local demand)

SUMMATIVE WRITTEN ASSESSMENT is required leading to the issuance of a **CERTIFICATE OF COMPLETION**

ACCREDITATION & LEGAL STATUS:

Professional Education Atlantic College is a private institution approved, through **PEA Professional Education Atlantic Inc**, to operate by the Minister of Employment, Workforce Development and Labour (Federal Government of Canada). Approval to operate means compliance with standards as set forth in the subparagraph 118.5(1)(a)(ii) of the Income Tax Act. In addition, **Professional Education Atlantic College** is exempted under the Private Occupational Training (Act) and the General Regulation 84-207 of the Province of New Brunswick. More details regarding the legal status and accreditation of Professional Education Atlantic College can be found on the institutional website.