

Computer Training Classes



June thru December 2007

Our new facility expansion is now complete! We have 2-1/2 times the space, with a bold new blue, yellow and gold color scheme that reflects our warmth and enthusiastic energy. Our students love the changes, especially the new student break room with coffee service. The additional Classroom #2 is newly operational and spacious, with more training desks and computers to arrive soon.





4030 Moorpark Avenue, San Jose

Computer Magic Training is well-known for our fantastic trainers and comfortable training environments ... the best classes in the industry!

Here's what we can ALSO help you with:

- ★ **Corporate group classes at your site** - with discounts up to 40% for standard or customized classes.
- ★ **Corporate group classes at our sites** - at Moorpark, Airport Parkway, or Great Mall Parkway - with discounts up to 20%.
- ★ **Classroom rentals** - we set up our classrooms so you can deliver your own training at our Moorpark or Great Mall Parkway locations.
- ★ **Soft Skills Training** - a wide variety of professional development classes customized to meet your needs - business writing, project management, mentoring, customer service, and many more!
- ★ **Tutoring** - we provide focused, personalized training to individuals or small groups to immediately enhance the productivity levels.
- ★ **Consulting** - let us solve your issues or complete special projects with expert advice or do-it-all assistance.
- ★ **Coaching** - On-going training and support to ensure extended learning success.

Computer Magic Training and logo are registered service marks of Computer Magic Training, LLC. All other company names and software product names mentioned in this publication are the property of their respective owners or manufacturers. Permission to use the Computer Magic Wizard granted by our talented friend Jolene Anderson of Los Gatos, California.

Free After-Class Support

We stand behind our classes! Actually, we teach from the front of the class...and afterwards, we stand behind you all the way. If you have a question on anything we covered in class – just call us! We're here to help! And it's free!

FREE REPEAT CLASSES FOR 18 MONTHS

No more worry about keeping up your computer skills! Just register on a space-available basis, and bring back your training manual to retake the class within 18 months – and it's free!

MAGICAL DISCOUNT PROGRAMS

Education is priceless ... and one of the best investments you could ever make. And now, it's more affordable than ever. Like Magic!

Check out these special discount plans:

- ★ Save \$10 each on 5 classes
 - ★ Save \$20 each on 10 classes
 - ★ Save \$30 each on 20 classes
 - ★ Save \$40 each on 50 classes
- ★ NO contracts to sign.
 - ★ NO vouchers to buy in advance.
 - ★ EASY on your cash flow.
 - ★ EASY to administer.
 - ★ Even more savings with corporate group class rates. Save up to 40% off the regular tuition – ask us for details!

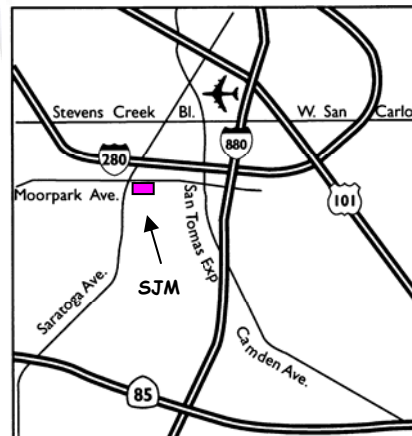
LOCATION CODES

SJM: Moorpark Ave, San Jose

GMP: Great Mall Parkway, Milpitas

Map for San Jose Moorpark headquarters.

For others, please see our web site.



Convenient and easy to find! Take Highway 280 and exit onto Saratoga Avenue South. Drive one short block south, turn left onto Moorpark Avenue, then turn right into the West Valley Executive Park.

Operating Systems

Computer Basics for New PC Users

9:00am to 12:00pm \$99

Wed	June 20	SJM
Wed	July 18	SJM
Thu	August 16	SJM
Fri	September 14	SJM
Thu	October 18	SJM
Mon	November 12	SJM

Microsoft Windows XP, Level 1

9:00am to 4:00pm \$229

Sat	June 9	SJM
Thu	July 12	SJM
Mon	August 6	SJM
Wed	September 5	SJM
Tue	October 2	SJM
Thu	November 1	SJM
Tue	December 18	SJM

Upgrading to Office 2007

Call for dates

'The universe is full of magical things, patiently waiting for our wits to grow sharper'

- E Philloptis

Word Processing

Microsoft Word, Level 1

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Mon	June 18	SJM
Thu	July 19	SJM
Tue	August 21	SJM
Thu	September 13	SJM
Wed	October 17	SJM
Wed	November 7	SJM
Tue	December 4	SJM

Microsoft Word, Level 2

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Tue	June 26	SJM
Wed	July 25	SJM
Thu	August 23	SJM
Wed	September 19	SJM
Thu	October 25	SJM
Tue	November 20	SJM
Fri	December 14	SJM

Microsoft Word, Level 3

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Thu	June 28	SJM
Fri	July 27	SJM
Tue	August 28	SJM
Tue	September 25	SJM
Fri	October 26	SJM
Mon	December 3	SJM

Spreadsheets

Microsoft Excel ~ Level 1

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Tue	June 12	SJM
Mon	June 25	SJM
Tue	July 10	SJM
Fri	July 20	SJM
Wed	August 1	SJM
Mon	August 13	SJM
Sat	August 18	SJM
Thu	August 30	SJM
Thu	September 6	SJM
Wed	September 19	SJM
Mon	October 1	SJM
Thu	October 11	SJM
Tue	October 23	SJM
Fri	November 2	SJM
Wed	November 14	SJM
Mon	November 26	SJM
Thu	December 6	SJM
Tue	December 18	SJM

"Great style in teaching, Interactive" ~ Lynn J.

"More than expected! I cannot believe all the time-saving information" ~ Kathy M.

"It went above my expectations! I learned so much and the time went so quickly" ~ Leticia O.

Microsoft Excel ~ Level 2

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Thu	June 14	SJM
Wed	June 27	SJM
Thu	July 12	SJM
Tue	July 24	SJM
Fri	August 3	SJM
Wed	August 15	SJM
Sat	August 25	SJM
Fri	August 31	SJM
Fri	September 7	SJM
Fri	September 21	SJM
Wed	October 3	SJM
Mon	October 15	SJM
Thu	October 25	SJM
Mon	November 5	SJM
Fri	November 16	SJM
Wed	November 28	SJM
Fri	December 7	SJM
Wed	December 19	SJM

Microsoft Excel ~ Level 3

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Thu	June 7	SJM
Fri	June 29	SJM
Fri	July 13	SJM
Fri	July 27	SJM
Wed	August 8	SJM
Thu	August 23	SJM
Mon	September 10	SJM
Mon	September 24	SJM
Mon	October 8	SJM
Fri	October 26	SJM
Wed	November 7	SJM
Tue	November 20	SJM
Thu	December 13	SJM

MS Excel Charting from A to Z

9:00am to 4:00pm \$229

Version 2000, 2002, 2003 & Mac 2004

Fri	June 22	SJM
Thu	July 26	SJM
Tue	September 4	SJM
Wed	October 24	SJM
Tue	December 4	SJM

Excel Mastering Pivot Tables

9:00am to 4:00pm \$329

Version 2000, 2002 & 2003

Thu	October 4	SJM
Wed	November 28	SJM

Excel Tips and Tricks

9:00am to 4:00pm \$329

Version 2000, 2002 & 2003

Tue	October 2	SJM
Thu	December 6	SJM

Excel Getting Started with Macros

9:00am to 4:00pm \$329
Version 2000, 2002 & 2003

Wed/Thu October 10-11 SJM

Excel Focus on Functions

9:00am to 4:00pm \$329
Version 2000, 2002 & 2003

Mon October 29 SJM

Excel for Financial Applications

9:00am to 4:00pm \$655
Version 2000, 2002 & 2003

Thu/Fri November 15-16 SJM

Excel for Scientists & Engineers

9:00am to 4:00pm \$655
Version 2000, 2002 & 2003

Mon/Tue November 19-20 SJM

Presentations

MS PowerPoint Level 1

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Fri	June 8	SJM
Tue	June 26	SJM
Wed	July 11	SJM
Mon	July 23	SJM
Fri	August 10	SJM
Fri	August 24	SJM
Tue	September 11	SJM
Thu	September 27	SJM
Wed	October 10	SJM
Mon	October 22	SJM
Thu	November 8	SJM
Mon	November 19	SJM
Tue	December 11	SJM
Thu	December 20	SJM

Enter our monthly *Free*
Class Drawing on-line

MS PowerPoint Level 2

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Thu	June 28	SJM
Mon	July 30	SJM
Mon	August 27	SJM
Fri	September 28	SJM
Mon	October 29	SJM
Tue	November 27	SJM
Fri	December 21	SJM

Email and Organization

MS Outlook Level 1

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Tues	July 3	SJM
Thu	September 20	SJM
Fri	November 2	SJM

MS Outlook Level 2 Power User

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Wed	July 11	SJM
Mon	August 20	SJM
Thu	September 27	SJM
Tue	November 6	SJM

*'Magic is believing in yourself,
if you can do that, you can
make anything happen'
~ von Goethe*

Databases

Relational Database Design Theory

9:00am to 4:00pm \$229

Mon	November 26	SJM
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MS Access ~ Level 1

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Fri	June 15	SJM
Mon	July 9	SJM
Tue	July 31	SJM
Wed	August 22	SJM
Thu	September 13	SJM
Fri	October 5	SJM
Fri	October 26	SJM
Thu	November 15	SJM
Wed	December 12	SJM

MS Access ~ Level 2

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Wed	June 20	SJM
Mon	July 16	SJM
Thu	August 2	SJM
Fri	August 31	SJM
Mon	September 17	SJM
Fri	October 12	SJM
Wed	October 31	SJM
Wed	November 21	SJM
Fri	December 14	SJM

MS Access Reports & Forms

9:00am to 4:00pm \$495
Version 2000, 2002 & 2003

Mon/Tue	July 2-3	SJM
Tue/Wed	August 14-15	SJM
Wed/Thu	October 3-4	SJM
Tue/Wed	November 13-14	SJM

MS Access ~ Level 3

9:00am to 4:00pm \$229
Version 2000, 2002 & 2003

Tue	July 24	SJM
Tue	September 25	SJM
Tue	November 27	SJM

MS FileMaker Pro 8 ~ Level 1

9:00am to 4:00pm \$329

Fri	June 1	GMP
Tue	August 21	GMP
Wed	September 26	GMP
Tue	October 9	GMP
Thu	November 15	GMP

MS FileMaker Pro 8 ~ Level 2

9:00am to 4:00pm \$329

Fri	June 29	GMP
Tue	August 28	GMP
Tue	October 30	GMP
Wed	December 12	GMP

MS FileMaker Pro 8 ~ Level 3

9:00am to 4:00pm \$329

Fri	June 29	GMP
Wed	December 19	GMP

MS Project 2003 ~ Level 1

9:00am to 4:00pm \$655

Tue/Wed	June 5-6	SJM
Thu/Fri	July 19-20	GMP
Mon/Tue	September 10-11	GMP
Thu/Fri	September 20-21	GMP
Thu/Fri	November 29-30	GMP

MS Project 2003 ~ Level 2

9:00am to 4:00pm \$329

Mon	September 24	GMP
Mon	December 17	GMP

*"Nice small class size, comfortable
learning environment." ~ Yvonne D.*

*"Instructor was very knowledgeable
and friendly": ~ Tina T.*

MS Project 2007 ~ Level 1

9:00am to 4:00pm \$329

Mon	August 6	GMP
Mon	October 15	GMP

MS Project 2007 ~ Level 2

9:00am to 4:00pm \$329

Tue	August 7	GMP
Tue	October 16	GMP

MS Project 2007 ~ Level 3

9:00am to 4:00pm \$329

Mon	October 29	GMP
Fri	December 21	GMP

"And where does magic
come from? I think that
magic's in the learning."
~ Dar Williams

Graphics & Publications

MS Visio 2003 ~ Level 1

9:00am to 4:00pm \$229

Mon	June 11	SJM
Wed	July 25	SJM
Wed	September 12	SJM
Tue	October 30	SJM
Mon	December 3	SJM

MS Visio 2003 ~ Level 2

9:00am to 4:00pm \$229

Thu	June 21	SJM
Tue	September 18	SJM
Wed	December 5	SJM

MS Publisher 2003 ~ Level 1

9:00am to 4:00pm \$229

Wed	June 13	SJM
Tue	August 7	SJM
Fri	October 19	SJM
Fri	December 7	SJM

Adobe Acrobat ~ Level 1

9:00am to 4:00pm \$329
PC & Mac

Mon	June 18	GMP
Wed	July 18	GMP
Wed	August 22	GMP
Wed	September 19	GMP
Wed	October 17	GMP
Fri	November 16	GMP

Adobe Acrobat ~ Level 2

9:00am to 4:00pm \$329
PC & Mac

Mon	July 30	GMP
Sat	September 1	GMP
Fri	November 2	GMP

Adobe FrameMaker ~ Level 1

9:00am to 4:00pm \$655 (2 Days)
PC & Mac

Thu/Fri	June 7-8	GMP
Thu/Fri	August 9-10	GMP
Thu/Fri	October 25-26	GMP
Thu/Fri	November 8-9	GMP

Adobe FrameMaker ~ Level 2

9:00am to 4:00pm \$655 (2 Days)
PC & Mac

Mon/Tue	June 25-26	GMP
Tue/Wed	December 4-5	GMP

Adobe Illustrator ~ Level 1

9:00am to 4:00pm \$329
PC & Mac

Mon	June 4	GMP
Mon	July 9	GMP
Wed	September 5	GMP
Thu	November 1	GMP

Adobe Illustrator ~ Level 2

9:00am to 4:00pm \$329
PC & Mac

Thu	June 21	GMP
Wed	August 1	GMP
Wed	October 3	GMP
Thu	December 6	GMP

Adobe Illustrator ~ Level 3

9:00am to 4:00pm \$329
PC & Mac

Thu	December 13	GMP
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New 19" Dell Ultra Sharp Flat
Panel Monitors in our Classrooms

Adobe InDesign ~ Level 1

9:00am to 4:00pm \$655 (2 Days)
PC & Mac

Tue/Wed	June 12-13	GMP
Wed/Thu	July 25-26	GMP
Wed/Thu	August 15-16	GMP
Wed/Thu	September 12-13	GMP
Tue/Wed	October 23-24	GMP
Mon/Tue	November 5-6	GMP

Adobe InDesign ~ Level 2

9:00am to 4:00pm \$655 (2 Days)
PC & Mac

Wed/Thu	June 27-28	GMP
Wed/Thu	August 29-30	GMP
Tue/Wed	November 13-14	GMP

Adobe Photoshop CS2 ~ Level 1

9:00am to 4:00pm \$329
PC & Mac

Tue	June 19	GMP
Tue	July 24	GMP
Thu	August 23	GMP
Thu	September 6	GMP
Thu	October 11	GMP
Tue	November 27	GMP

Adobe Photoshop CS2 ~ Level 2

9:00am to 4:00pm \$329
PC & Mac

Fri	August 31	GMP
Wed	October 31	GMP
Fri	August 31	GMP
Wed	October 31	GMP

Adobe Photoshop CS2 ~ Level 3

9:00am to 4:00pm \$329
PC & Mac

Tue	December 18	GMP
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Web Design & Internet

Internet with MS Internet Explorer

9:00am to 4:00pm \$229

Fri	July 20	SJM
Fri	October 19	SJM

**Principles of Effective
Website Design**

9:00am to 4:00pm \$229
PC

Fri	June 29	SJM
Fri	November 9	SJM

HTML for Web Design ~ Level 1

9:00am to 4:00pm \$229
PC & Mac

Tue	June 12	SJM
Tue	July 17	SJM
Tue	August 14	SJM
Thu	September 20	SJM
Tue	October 16	SJM
Tue	November 13	SJM
Mon	December 17	SJM

HTML for Web Design ~ Level 2
9:00am to 4:00pm \$229
PC & Mac

Thu	June 14	SJM
Thu	July 26	SJM
Wed	September 12	SJM
Wed	October 24	SJM
Wed	December 5	SJM

HTML for Web Design ~ Level 3
9:00am to 4:00pm \$229
PC & Mac

Tue	November 6	SJM
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MS FrontPage 2003 ~ Level 1
9:00am to 4:00pm \$229

Fri	June 8	SJM
Thu	July 19	SJM
Thu	August 9	SJM
Thu	September 6	SJM
Wed	October 17	SJM
Thu	November 15	SJM
Thu	December 13	SJM

MS FrontPage 2003 ~ Level 2
9:00am to 4:00pm \$229

Wed	June 13	SJM
Tue	August 7	SJM
Wed	September 26	SJM
Thu	November 1	SJM
Wed	December 12	SJM



Dreamweaver 8 ~ Level 1
9:00am to 4:00pm \$329
PC

Mon	June 18	SJM
Tue	July 17	SJM
Fri	September 7	SJM
Tue	October 16	SJM
Thu	November 8	SJM
Tue	December 11	SJM

'The power of Thought, the magic of the Mind' ~ Lord Byron

Dreamweaver 8 ~ Level 2
9:00am to 4:00pm \$329
PC

Thu	June 21	SJM
Tue	July 31	SJM
Tue	September 11	SJM
Fri	November 16	SJM

The Fine Print:
You may register online, by phone, fax, email, mail or in person. Tuition fees are payable at the time of registration and must be received at least 2 weeks prior to class, unless other account arrangements are made. We accept Visa, MasterCard, American Express, checks or company purchase orders with approved credit.
For cancellations or reschedules, please allow more than 3 business days for San Jose Moorpark classes; more than 5 business days for San Jose Airport Parkway classes; and more than 10 business days for San Mateo or San Francisco classes. For less notice, the class tuition would be due immediately and you may register to take the same class at a later date at no additional charge on a space-available basis; there is no additional cancellation fee.
Classes may be canceled by Computer Magic Training if enrollment is low, or may be moved to alternate locations. We make every effort to provide as much advance notification as possible for any changes. We reserve the right to correct any inadvertent errors in the printed or online class schedules.