

January 2008

Information Technology Workshops

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 University Closed for Martin Luther King Jr. Day	22	23	24 12:00-1:00 PM Mail merge using Microsoft Word 2003 (539 Garden)	25 11:30 AM-1:00 PM Microsoft Word Basics 2003 (539 Garden)	26
27	28	29	30	31		

February 2008

Information Technology Workshops

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 12:00-1:00 PM BlackBerry Essentials Brownbag Session (UC Presentation Room)	5 12:00-1:00 PM Dreamweaver Basics (539 Garden)	6	7 12:00-1:00 PM Intermediate Dreamweaver (539 Garden)	8	9
10	11	12	13 11:30AM-1:00PM Microsoft Excel 2003 Basics (539 Garden)	14 12:00-1:00 PM Introduction to Photoshop (539 Garden)	15	16
17	18	19 11:30AM-1:00PM Microsoft Excel 2003 Intermediate (539 Garden)	20 12:00-1:00 PM Creating Charts using Microsoft Excel 2003 (539 Garden)	21 12:00-1:00 PM Creating and Using Formulas in Microsoft Excel 2003 (539 Garden)	22	23
24	25 11:30AM-1:00PM Microsoft Outlook 2003 Basics (539 Garden)	26 11:30AM-1:00PM Microsoft Excel 2003 Advanced (539 Garden)	27 12:00-1:00 PM Creating and Using Pivot Tables in Microsoft Excel 2003 (539 Garden)	28 11:30AM-1:00PM Microsoft PowerPoint 2003 Basics (539 Garden)	29	

March 2008

Information Technology Workshops

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 12:00-1:00PM Online Photo Sharing Brownbag Session (UC Presentation Room)	4 11:00AM-1:00PM Transitioning from Microsoft Office 2003 to 2007 (Sverdrup 103)	5	6 12:00-1:00PM Using Excel to create inventory lists & Data tracking (539 Garden)	7	8
9	10	11	12 11:30AM-1:00PM Microsoft Word 2003 Basics (539 Garden)	13	14	15
16	17	18 12:00-1:00PM MacMail and iCal (Webster Hall 225)	19 11:30AM-1:00PM Microsoft Excel Basic for Mac (Webster Hall 225)	20 12:00-1:00PM Basic Photo Editing in iPhoto for Mac (539 Garden)	21	22
23	24 12:00-1:00PM Office 2007 Tips and Tricks Brownbag (UC Presentation Room)	25 11:30AM-1:00PM Microsoft PowerPoint 2003 Basics (539 Garden)	26 11:30AM-1:00PM Microsoft Outlook 2003 Basics (539 Garden)	27 11:30AM-1:00PM Microsoft Excel 2003 Basics (539 Garden)	28	29
30	31					

April 2008

Information Technology Workshops

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 12:00-1:00PM Inventory Lists & Data Tracking in Excel 2003 (539 Garden)	3 12:00-1:00PM Dreamweaver Basics (539 Garden)	4	5
6	7 12:00-1:00PM Firefox Add On's Brownbag (UC Presentation Room)	8 12:00-1:00PM Creating Pivot Tables in Microsoft Excel 2003 (539 Garden)	9 12:00-1:00PM Intermediate Dreamweaver (Sverdrup 122)	10 12:00-1:00PM Introduction to Photoshop (Sverdrup 122)	11	12
13	14	15 11:30AM-1:00PM Transitioning from Office 2003 to Office 2007 (Sverdrup 115)	16 12:00-1:00PM Basic Photo Editing Using Picasa for Windows (Sverdrup 105)	17	18	19
20	21	22 12:00-1:00PM Creating Charts in Excel 2003 (539 Garden)	23 12:00-1:00PM Mail Merge using Word 2003 (539 Garden)	24 11:30AM-1:00PM Microsoft Excel 2003 Intermediate (539 Garden)	25	26
27	28	29 12:00-1:00PM Creating & Using Formulas in Excel 2003 (539 Garden)	30 11:30AM-1:00PM Microsoft Excel 2003 Advanced (539 Garden)			