

Computer Education Institute

100 W US HWY 20 Porter, Indiana 46304
Return Service Requested

PRESORTED
STANDARD
U.S. POSTAGE
PAID
Chesterton, IN
PERMIT NO. 378

**COMPUTER
TRAINING**
**BEGINNER to
ADVANCED**



«companyname»
«Name»
«Address»
«City» «State» «Zip»

CEI Computer Education Institute



July—September

2024

Did you know??

CEI offers Custom Office Automation

CEI will isolate and examine how your business is running from an operations perspective. We can analyze your systems and make recommendations on how you can use your existing technology, sometimes combined with innovative additions, to maximize your investment in staff and equipment.

This institution (CEI) is regulated by:

State Workforce Innovation Council
Office for Career and Technical Schools
10 N. Senate Ave, Suite SE 308
Indianapolis, IN 46204
OCTS@dwd.in.gov
<http://www.in.gov/dwd/2731.htm>
317 234-8338 or 317-232-1732

30+ YEARS...

Computer Education Institute is celebrating 30+ years in business. From the very start; we have dedicated ourselves to ensuring our students are our number ONE priority. To the level of offering FREE phone support to anyone that has taken our classes. And it isn't just for 60 days or 2 years....it is FOREVER! Take just one of our classes to experience the CEI difference.

CEI

Computer Education Institute

100 W. US Hwy 20 — Porter, IN 46304

2024
JUL
AUG
SEPT

INTRO TO WINDOWS

UPGRADING TO WIN 11

Jul 1
Aug 2
Sept 5

WINDOWS 11—LEVEL 1

Jul 2
Aug 1
Sept 6

SPREADSHEETS

EXCEL 2010/2013

LEVEL 1,2&3
Call For Dates

EXCEL 2016/2019/365

LEV 1
Jul 1 OR Aug 1 OR Sept 6

EXCEL 2016/2019/365

LEV 2
Jul 18 & 19 OR Aug 12 & 13
OR Sept 12 & 13

EXCEL 2016/2019/365

LEV 3
Sept 26 & 27

WORD PROCESSORS

WORD 2010/2013

LEVEL 1,2&3
Call For Dates

WORD 2016/2019/365

LEV 1
Jul 8 OR Aug 5 OR Sept 6

WORD 2016/2019/365

LEV 2
Jul 15 & 16 OR Aug 15 & 16
OR Sept 16 & 17

WORD 2016/2019/365

LEV 3
Sept 19 & 20

DATABASES

ACCESS

LEVEL 1,2&3

Call For Dates

Class Times:
8:30-3:30

OTHER CLASSES

POWERPOINT 2010/2013

Level 1&2
Call for dates

POWERPOINT 2016/2019/365

Level 1
Jul 11 OR Aug 9 OR Sept 12

POWERPOINT 2016/2019/365

Level 2
Jul 25 OR Aug 15 OR Sept 20

PUBLISHER

Call for dates

OUTLOOK 2010/2013

Call for Dates

OUTLOOK 2016/2019/365

Jul 24 OR Aug 8
OR Sept 9

INTERNET - LEVEL 1

Call for Dates

INTERNET PARASITE

REMOVAL
Jul 11 OR Aug 29

UPGRADING TO EXCEL 365

Jul 10 OR Aug 15 OR Sept 13

UPGRADING TO WORD 365

Jul 12 OR Aug 14 OR Sept 19

MOS CERTIFICATIONS

(Microsoft Office)

Jul 1—Sept 30

Aug 5—Oct 30

Sept 2—Dec 28

**CALL FOR NIGHT TIME
CLASS SCHEDULES**

**All 1 Day classes are \$195,
2-day classes are \$390
Call for other pricing**

VISIT US AT:
WWW.CEI-EDU.COM

TO REGISTER FOR A CLASS
CALL 219-926-5740 OR FAX 219-929-1930

