

Class / Workshop Information	January
<p>The dates listed on this calendar have been set aside to allow for <i>Off-Site Corporate Training</i> (on any topic we offer), as well as classes at the Learning Centre that have not been '<i>pre-scheduled</i>' including:</p> <ul style="list-style-type: none"> <li>✓ Visio</li> <li>✓ SharePoint Web Design</li> <li>✓ FrontPage</li> <li>✓ QuickBooks</li> <li>✓ Simply Accounting</li> <li>✓ Business Writing – 2 Days</li> <li>✓ Advanced Writing Skills</li> <li>✓ Writing Reports &amp; Proposals – 2 Days</li> <li>✓ Job Search Tool Kit</li> <li>✓ Mastering the Interview</li> <li>✓ Creating Job Portfolios</li> </ul> <p>Please call the office to discuss Off-Site Corporate Package Content and Pricing.</p> <p><b>NOTE: These dates will fill up <u>fast</u> so be sure to contact our Learning Centre to confirm availability.</b> <b>519.750.9951</b></p>	4, 14, 15, 28
	<b>February</b>
	8, 17, 18, 19, 23, 26
	<b>March</b>
	8, 22, 26, 29, 31
	<b>April</b>
	7, 9, 12, 16, 19, 23, 26, 30
	<b>May</b>
	3, 6, 7, 10, 14, 17, 21, 28, 31
	<b>June</b>
	4, 7, 11, 14, 18, 21, 24, 25, 28
	<b>July</b>
7, 9, 12, 14, 16, 19, 26, 27, 30	
<b>August</b>	
9, 12, 18, 20, 26, 27, 30	
<b>September</b>	
2, 8, 13, 17, 22, 24, 27, 30	
<b>October</b>	
1, 4, 15, 19, 21, 22, 27, 29	
<b>November</b>	
3, 5, 8, 12, 18, 19, 22, 25, 26, 30	
<b>December</b>	
10, 13, 17	