



ACUITY TRAINING LTD

Guildford Training Centre

Applications Course Schedule July 2010 to October 2010

Alternatively why not organise a course as a one-to-one or group booking on your site or ours!

Price includes comprehensive manual, with refreshments and complementary lunch in our on-site café.

If dates listed do not suit your business, please call us as we may be able to add extra dates or courses to our schedule.

Course	Days	Cost	July	August	September	October	
Graphics / Web Design							
AutoCAD	2D Introduction / Intermediate	2	£ 595	Thu 1 & Fri 2	Mon 16 & Tue 17	Thu 9 & Fri 10	Tue 5 & Wed 6
	2D Advanced	2	£ 695	Mon 5 & Tue 6	-	Mon 13 & Tue 14	Thu 7 & Fri 8
	3D Introduction / Intermediate	2	£ 695	Tue 13 & Wed 14	Wed 18 & Thu 19	Thu 16 & Fri 17	Thu 14 & Fri 15
Dreamweaver	Introduction / Intermediate	2	£ 495	Thu 8 & Fri 9	Thu 26 & Fri 27	Mon 13 & Tue 14	Tue 12 & Wed 13
	Advanced	2	£ 595	Thu 15 & Fri 16	Thu 19 & Fri 20	Wed 15 & Thu 16	Thu 14 & Fri 15
Flash	Introduction / Intermediate	2	£ 595	Mon 12 & Tue 13	Mon 23 & Tue 24	Wed 22 & Thu 23	Mon 18 & Tue 19
InDesign	Introduction / Intermediate	2	£ 495	Mon 19 & Tue 20	Mon 16 & Tue 17	Tue 7 & Wed 8	Thu 7 & Fri 8
	Advanced	2	£ 595	Wed 21 & Thu 22	Wed 18 & Thu 19	Mon 20 & Tue 21	Wed 20 & Thu 21
Paintshop Pro	Introduction / Intermediate	2	£ 495	Thu 15 & Fri 16	Thu 26 & Fri 27	Mon 20 & Tue 21	Mon 18 & Tue 19
Photoshop	Introduction / Intermediate	2	£ 495	Mon 26 & Tue 27	Mon 23 & Tue 24	Mon 27 & Tue 28	Mon 25 & Tue 26
	Advanced	2	£ 595	Wed 28 & Thu 29	Wed 25 & Thu 26	Wed 29 & Thu 30	Wed 27 & Thu 28
Microsoft (Version 2003 and 2007)							
Access	Introduction / Intermediate	2	£ 495	-	Mon 2 & Tue 3	Mon 6 & Tue 7	Mon 4 & Tue 5
	Advanced	2	£ 595	-	Wed 4 & Thu 5	Wed 8 & Thu 9	Wed 6 & Thu 7
Excel	Combined(Ess - Inter) Save £50	2	£ 450	Tue 6 & Wed 7	Mon 9 & Tue 10	Mon 13 & Tue 14	Tue 12 & Wed 13
	Essentials	1	£ 250	Tue 6	Mon 9	Mon 13	Tue 12
	Intermediate	1	£ 250	Wed 7	Tue 10	Tue 14	Wed 13
	Advanced	2	£ 495	Thu 8 & Fri 9	Wed 11 & Thu 12	Mon 20 & Tue 21	Thu 14 & Fri 15
Outlook	Introduction / Intermediate	1	£ 250	Mon 12	Fri 13	Fri 17	Mon 18
PowerPoint	Combined(Intr/Inter-ADV)Save £50	2	£ 450	Thu 29 & Fri 30	Wed 25 & Thu 26	Wed 22 & Thu 23	Thu 21 & Fri 22
	Introduction / Intermediate	1	£ 250	Thu 29	Wed 25	Wed 22	Thu 21
	Advanced	1	£ 250	Fri 30	Thu 26	Thu 23	Fri 22
Project	Introduction / Intermediate	2	£ 495	Mon 26 & Tue 27	Mon 23 & Tue 24	Mon 27 & Tue 28	Tue 26 & Wed 27
	Advanced	2	£ 595	Wed 21 & Thu 22	-	Wed 29 & Thu 30	Thu 28 & Fri 29
Publisher	Introduction / Intermediate	2	£ 495	-	Tue 3 & Wed 4	Thu 2 & Fri 3	Mon 11 & Tue 12
SharePoint	End User 2007	2	£ 695	Tue 13 & Wed 14	Thu 12 & Fri 13	Wed 15 & Thu 16	Thu 21 & Fri 22
Sharepoint Designer 2007	Introduction / Intermediate	2	£ 795	Thu 15 & Fri 16	Mon 9 & Tue 10	Thu 23 & Fri 24	Thu 28 & Fri 29
Visio	Introduction / Intermediate	2	£ 495	Thu 8 & Fri 9	Wed 18 & Thu 19	Wed 1 & Thu 2	Mon 4 & Tue 5
Word	Combined(Ess - Inter) Save £50	2	£ 450	Mon 19 & Tue 20	Tue 17 & Wed 18	Mon 27 & Tue 28	Tue 26 & Wed 27
	Essentials	1	£ 250	Mon 19	Tue 17	Mon 27	Tue 26
	Intermediate	1	£ 250	Tue 20	Wed 18	Tue 28	Wed 27
	Advanced	2	£ 495	Tue 20 & Wed 21	Thu 19 & Fri 20	Wed 29 & Thu 30	Thu 28 & Fri 29
Statistical Analysis							
MapInfo	Introduction / Intermediate	2	£ 595	Thu 1 & Fri 2	Wed 18 & Thu 19	Mon 6 & Tue 7	Tue 19 & Wed 20
SPSS	Introduction / Intermediate	2	£ 695	Mon 5 & Tue 6	Mon 2 & Tue 3	Wed 1 & Thu 2	Mon 11 & Tue 12
Visual Basic for Applications							
Access	VBA	2	£ 595	Wed 7 & Thu 8	Thu 26 & Fri 27	Thu 23 & Fri 24	Mon 25 & Tue 26
Excel	VBA	2	£ 595	-	Thu 5 & Fri 6	Thu 9 & Fri 10	Tue 19 & Wed 20

All Prices exclude VAT. Courses run from 9:30 to 4:30.

The Surrey Technology Centre • 40 Occam Road • Guildford • Surrey GU2 7YG
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 E-mail: info@acuitytraining.co.uk Web: www.acuitytraining.co.uk



Guildford Training Centre Management & Professional Development Course Schedule July 2010 to October 2010

Alternatively why not organise a course as a one-to-one or group booking on your site or ours!
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Management Skills						
Budget Construction and Control	2	£ 795	-	Thu 12 & Fri 13	Tue 7 & Wed 8	Thu 7 & Fri 8
Effective Mentoring Skills	1	£ 495	Thu 1	Fri 6	Fri 3	Fri 1
Essential Management Skills	2	£ 795	Mon 12 & Tue 13	Mon 16 & Tue 17	Mon 20 & Tue 21	Thu 21 & Fri 22
Project Management Techniques	2	£ 795	Wed 14 & Thu 15	Mon 9 & Tue 10	Thu 16 & Fri 17	Mon 11 & Tue 12
Professional Skills						
Assertiveness Influencing and Confidence	1	£ 495	Fri 23	Fri 20	Fri 24	Fri 22
Communication Skills	2	£ 795	-	Tue 3 & Wed 4	Thu 9 & Fri 10	Mon 4 & Tue 5
Digital Photography For Business	1	£ 495	-	Tue 31	Thu 30	Fri 29
Diversity	1	£ 495	Wed 7	Wed 11	Wed 15	Mon 25
Minute Taking	1	£ 495	Fri 23	Tue 31	Wed 22	Wed 20
Negotiating Skills	1	£ 495	Fri 30	Fri 27	Thu 30	Thu 28
Presentation Skills	1	£ 495	Fri 16	Wed 25	Thu 23	Wed 27
Problem Solving and Decision Making	2	£ 795	Thu 1 & Fri 2	Thu 12 & Fri 13	Mon 13 & Tue 14	Thu 14 & Fri 15
Proofreading	1	£ 495	Mon 5	Wed 18	Fri 17	Wed 13
Speed Reading Skills	1	£ 495	Tue 20	Tue 31	Fri 24	Mon 18
Time Management	1	£ 495	Fri 23	Fri 20	Tue 21	Tue 26
Train the Trainer	2	£ 895	Wed 28 & Thu 29	Mon 23 & Tue 24	Wed 29 & Thu 30	Thu 14 & Fri 15
Sales and Marketing Skills						
Sales Management	2	£ 795	Wed 21 & Thu 22	Thu 26 & Fri 27	Wed 22 & Thu 23	Tue 19 & Wed 20

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Guildford Training Centre Technical Course Schedule July 2010 to October 2010

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Course		Days	Cost	July	August	September	October
BlackBerry Enterprise Server (Exchange, GroupWise or IBM Domino)							
BlackBerry Application Development	Java JDE and Eclipse	3	£ 1495	Wed 7 to Fri 9	Mon 2 to Wed 4	Wed 1 to Fri 3	Mon 4 to Wed 6
BlackBerry Enterprise Server - Version 4.1	Installation	1	£ 695	Mon 26	Mon 23	Mon 20	Mon 18
	Administration	1	£ 495	Tue 27	Tue 24	Tue 21	Tue 19
	Advanced Administration	1	£ 695	Wed 28	Wed 25	Wed 22	Wed 20
BlackBerry Enterprise Server - Version 5.0	Installation	1	£ 695	Mon 26	Mon 23	Mon 20	Mon 18
	Administration	1	£ 495	Tue 27	Tue 24	Tue 21	Tue 19
	Advanced Administration	1	£ 695	Wed 28	Wed 25	Wed 22	Wed 20
	Upgrade	1	£ 695	Fri 23	Fri 20	Mon 6	Mon 11
Crystal Reports							
Crystal Reports	Introduction / Intermediate	2	£ 695	Wed 21 & Thu 22	Mon 9 & Tue 10	Tue 7 & Wed 8	Tue 5 & Wed 6
	Advanced	2	£ 795	Thu 15 & Fri 16	Wed 11 & Thu 12	Thu 9 & Fri 10	Thu 7 & Fri 8
Internet							
CSS	Essentials	1	£ 495	Fri 9	Mon 16	Fri 17	Fri 15
HTML	Introduction / Intermediate	2	£ 695	Wed 14 & Thu 15	Mon 2 & Tue 3	Wed 15 & Thu 16	Thu 21 & Fri 22
SQL							
SQL	Introduction	1	£ 495	Mon 12	Wed 4	Mon 27	Mon 25
	Advanced	2	£ 795	Mon 19 & Tue 20	Thu 5 & Fri 6	Tue 28 & Wed 29	Tue 26 & Wed 27
Statistical Analysis							
MapInfo	Introduction / Intermediate	2	£ 595	Thu 1 & Fri 2	Wed 18 & Thu 19	Mon 6 & Tue 7	Tue 19 & Wed 20
SPSS	Introduction / Intermediate	2	£ 695	Mon 5 & Tue 6	Mon 2 & Tue 3	Wed 1 & Thu 2	Mon 11 & Tue 12
Visual Basic for Applications							
Access	VBA	2	£ 595	Wed 7 & Thu 8	Thu 26 & Fri 27	Thu 23 & Fri 24	Mon 25 & Tue 26
Excel	VBA	2	£ 595	-	Thu 5 & Fri 6	Thu 9 & Fri 10	Tue 19 & Wed 20

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ACUITY TRAINING LTD

BlackBerry Enterprise Server

- Installation/Upgrade
- Training
- Support
- Smartphones



Our location is easy to find with FREE parking.

Further directions can be found on our website
www.acuitytraining.co.uk/location.html
 or simply call us on **01483 688488**

Laptop & Projector Hire

Laptops
Projectors

£38 per day
£49 per day

