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RRP \$5,900 (AUD)

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Titles included...

Microsoft Office 2010 Upgrading

- INF1000 Microsoft Office 2010 - Upgrading
- INF1002 Upgrading to Microsoft Office 2010 - Core Changes
- INF1004 Upgrading to Microsoft Office 2010 - The Applications
- INF1006 Upgrading to Microsoft Office 2010 - Essentials

Microsoft Access 2010

- INF1030 Microsoft Access 2010 - Level 1
- INF1031 Microsoft Access 2010 - Level 2
- INF1032 Microsoft Access 2010 - Level 3
- INF1033 Microsoft Access 2010 - Module 1
- INF1034 Microsoft Access 2010 - Module 2

Microsoft Excel 2010

- INF1015 Microsoft Excel 2010 - Level 1
- INF1016 Microsoft Excel 2010 - Level 2
- INF1017 Microsoft Excel 2010 - Level 3
- INF1018 Microsoft Excel 2010 - Module 1
- INF1019 Microsoft Excel 2010 - Module 2
- INF1055 Microsoft Excel 2010 - Level 1 (with Challenge Exercises)
- INF1056 Microsoft Excel 2010 - Level 2 (with Challenge Exercises)
- INF1057 Microsoft Excel 2010 - Level 3 (with Challenge Exercises)
- INF1087 Microsoft Excel 2010 - Module 1 (with Challenge Exercises)
- INF1088 Microsoft Excel 2010 - Module 2 (with Challenge Exercises)

Microsoft Excel 2010 VBA

- INF1067 Programming in VBA - Using Microsoft Excel 2010

Microsoft OneNote 2010

- INF1140 Microsoft OneNote 2010

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- ✓ Pre- and post-course questionnaires for both teachers and students
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- ✓ A Handy Tips booklet containing all of the hints from the course manual
- ✓ Comprehensive test banks including multiple choice, true-false, and written response questions

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¹ Levels are designed around an 8 hour training program

² Modules and standalone manuals are designed around a 16 hour training program



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- INF1027 *Microsoft Outlook 2010 - All In A Book*
- INF1028 *Microsoft Outlook 2010 - Module 1*

Microsoft PowerPoint 2010

- INF1020 *Microsoft PowerPoint 2010 - Level 1*
- INF1021 *Microsoft PowerPoint 2010 - Level 2*
- INF1023 *Microsoft PowerPoint 2010 - Module 1*
- INF1061 *Microsoft PowerPoint 2010 - Level 1 (with Challenge Exercises)*
- INF1062 *Microsoft PowerPoint 2010 - Level 2 (with Challenge Exercises)*
- INF1063 *Microsoft PowerPoint 2010 - Module 1 (with Challenge Exercises)*

Microsoft Project 2010

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- INF1070 *Microsoft Project 2010 - Module 1*
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Microsoft Publisher 2010

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Microsoft SharePoint 2010

- INF1090 *Microsoft SharePoint 2010 - Module 1*

Microsoft Visio 2010

- INF1038 *Microsoft Visio 2010 - Module 1*
- INF1039 *Microsoft Visio 2010 - Module 1 (with Challenge Exercises)*

Microsoft Word 2010

- INF1010 *Microsoft Word 2010 - Level 1*
- INF1011 *Microsoft Word 2010 - Level 2*
- INF1012 *Microsoft Word 2010 - Level 3*
- INF1013 *Microsoft Word 2010 - Module 1*
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- INF1050 *Microsoft Word 2010 - Level 1 (with Challenge Exercises)*
- INF1051 *Microsoft Word 2010 - Level 2 (with Challenge Exercises)*
- INF1052 *Microsoft Word 2010 - Level 3 (with Challenge Exercises)*
- INF1085 *Microsoft Word 2010 - Module 1 (with Challenge Exercises)*
- INF1086 *Microsoft Word 2010 - Module 2 (with Challenge Exercises)*

Microsoft Word 2010 VBA

- INF1068 *Programming in VBA - Using Microsoft Word 2010*