

Microsoft Office Training Public Class Schedules - Year 2020

Website : <https://newhorizons.com.sg/> | Call 6822 8282 | Email info@newhorizons.com.sg

View Class Schedules by Categories

1. Microsoft Excel
2. Microsoft Word
3. Microsoft PowerPoint
4. Microsoft Access | Outlook | Visio | OneNote
5. Other Microsoft Office Applications

Microsoft Excel Public Class Schedules - Year 2020

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	Course Title	Time	Days	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	MOS Excel 2016 – Core	830am-530pm	3		10-12		6-8		15-17		5-7		7-9		16-18
	MOS Excel 2016 Expert	830am-530pm	3	15-17		18-20		18-20		13-15		23-25		11-13	
	MOS Excel 2013 – Core	830am-530pm	3	Available Upon Adhoc Request											
	MOS Excel 2013 Expert	830am-530pm	3	Available Upon Adhoc Request											
	Excel Dashboard 2016	930am-530pm	2	13-14		19-20		18-19		13-14		17-18		19-20	

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	Excel 2016 – Level 1	930am-530pm	1	13	12	9	13	11	10	8	17	9	12	9	9
	Excel 2016 – Level 2	930am-530pm	1	14	13	10	14	12	11	9	18	10	13	10	10
	Excel 2016 – Level 3	930am-530pm	1	15	14	11	15	13	12	10	19	11	14	11	11
	Excel 2016 VBA	930am-530pm	3	15-17		16-18		27-29		15-17		14-16		16-18	
	Excel 2019 – Level 1	930am-530pm	1							20		21		23	
	Excel 2019 – Level 2	930am-530pm	1							21		22		24	
	Excel 2019 – Level 3	930am-530pm	1							22		23		25	
	Excel 2013 VBA								17-19		12-14		14-16		14-16

Microsoft Word Public Class Schedules - Year 2020

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	Course Title	Time	Days	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	MOS Word 2016 – Core	830am-530pm	3	29-31		2-4		27-29		6-8		28-30		2-4	
	MOS Word 2016 Expert	830am-530pm	3		24-26		27-29		29 June-1 July		24-26		26-28		7-9
	Word 2016 – Level 1	930am-530pm	1	6		4		4		1		2		4	
	Word 2016 – Level 2	930am-530pm	1	7		5		5		2		3		5	
	Word 2016 – Level 3	930am-530pm	1	8		6		6		3		4		6	
	Word 2019 – Level 1	930am-530pm									3		5		2
	Word 2019 – Level 2	930am-530pm	1								4		6		3
	Word 2019 – Level 3	930am-530pm	1								5		7		4

Microsoft PowerPoint Public Class Schedules - Year 2020

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	Course Title	Time	Days	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	MOS PowerPoint 2016	830am-530pm	3	6-8		2-4		27-29		27-29		16-18		18-20	
	PowerPoint 2016 – Level 1	930am-530pm	1	9		2		14		6		7		12	
	PowerPoint 2016 – Level 2	930am-530pm	1	10		3		15		7		8		13	
	PowerPoint 2019 – Level 1	930am-530pm	1								20		19		21
	PowerPoint 2019 – Level 2	930am-530pm	1								21		20		22

Microsoft Access | Outlook | Visio Public Class Schedules - Year 2020

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	Course Title	Time	Days	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	Access 2016 – Level 1	930am-530pm	2	6-7			6-7		30	1			5-6		
	Access 2016 – Level 2	930am-530pm	2	8-9			8-9			2-3			7-8		
	Outlook 2016 – Level 1	930am-530pm	1	30			27			29			29		
	Outlook 2016 – Level 2	930am-530pm	1	31			28			30			30		
	Visio 2016 – Level 1	930am-530pm	1		13			4			13			16	
	Visio 2016 – Level 2	930am-530pm	1		14			5			14			17	

Other Microsoft Office Applications Public Class Schedules - Year 2020

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Any other Microsoft Office Application Courses (or versions) not stated above may be available upon adhoc request.