

**PENN STATE / LEHIGH COUNTY
COMPUTER TRAINING WORKSHOPS
August - October, 2019**

Presenter*	Course Title	Days*	Month	Dates	Time	Credit
NJ	Microsoft Excel - Introduction	T & R	August	6 & 8	8:15 AM - 12:00 PM	1 Day
NJ	Microsoft Access - Introduction	T & R	August	27 & 29	8:15 AM - 12:00 PM	1 Day
NJ	Microsoft Excel - Intermediate	M & W	September	16 & 18	8:15 AM - 12:00 PM	1 Day
NJ	Microsoft Access - Intermediate	M & W	September	23 & 25	8:15 AM - 12:00 PM	1 Day
NJ	Microsoft Excel - Advanced	T & R	October	1 & 3	8:15 AM - 12:00 PM	1 Day
NJ	Microsoft Access - Advanced	T & R	October	8 & 10	8:15 AM - 12:00 PM	1 Day

*Participants must attend both dates,
each listing is a full day course split over two mornings.*

KEY

Presenter*	Days*
NJ = Nancy Johnson (of Penn State University)	M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday