



coleg**sirgâr**

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| 01554748345



## Tudalen Gynnwys



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# Croeso

Cyfeiriadur ar gyfer cyrsiau, gan gynnwys:

Cyber Security and Network / Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Microsoft Access / Microsoft Outlook / Microsoft SharePoint / Microsoft PowerBI / G-suite / Python / Azure / Acrobat / SQL Database / Streaming Video / Tableau Desktop / R Programming...



## Cyrsiau Ardystiedig: (Ariennir yn Llawn gan y PLA i'r rheiny sy'n ennill llai na £29,534) >>>

Defnyddiwr Ardystiedig Autodesk

MOS Microsoft Word

MOS Microsoft Expert Word

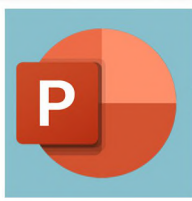
MOS Microsoft Expert Access

MOS Microsoft Excel

MOS Microsoft Expert Excel

MOS Microsoft PowerPoint

MOS Microsoft Outlook



## Cyrsiau Ardystiedig Seiberddiogelwch a Rhwydwaith (Ariennir yn Llawn gan y PLA - dim cap cyflog) >>>

Ardystiad Swydddogol Cyber Security Analyst CompTIA CySA+ (CS0-002 Cyfres Seiberddiogelwch)

Ardystiad Swydddogol IT Fundamentals CompTIA ITF+ (FCO-U61 Cyfres Graidd) gydag Arholiad gan gynnwys Labiau a phapurau Ymarfer

Ardystiad Swydddogol A+ CompTIA (220-1101 a 220-1102 Cyfres Graidd) gydag Arholiadau, gan gynnwys papurau Ymarfer a Labiau ar gyfer 1102 a 1102

Ardystiad Swydddogol Network+ CompTIA (Cyfres Graidd N10-008)

Ardystiad Swydddogol Security+ CompTIA (SY0-601 Cyfres Graidd) gydag Arholiadau gan gynnwys papurau Ymarfer a Labiau

Pecyn A+, Network+, Security+ CompTIA (mae'r holl gyrsiau'n cynnwys arholiadau, papurau ymarfer a labiau)

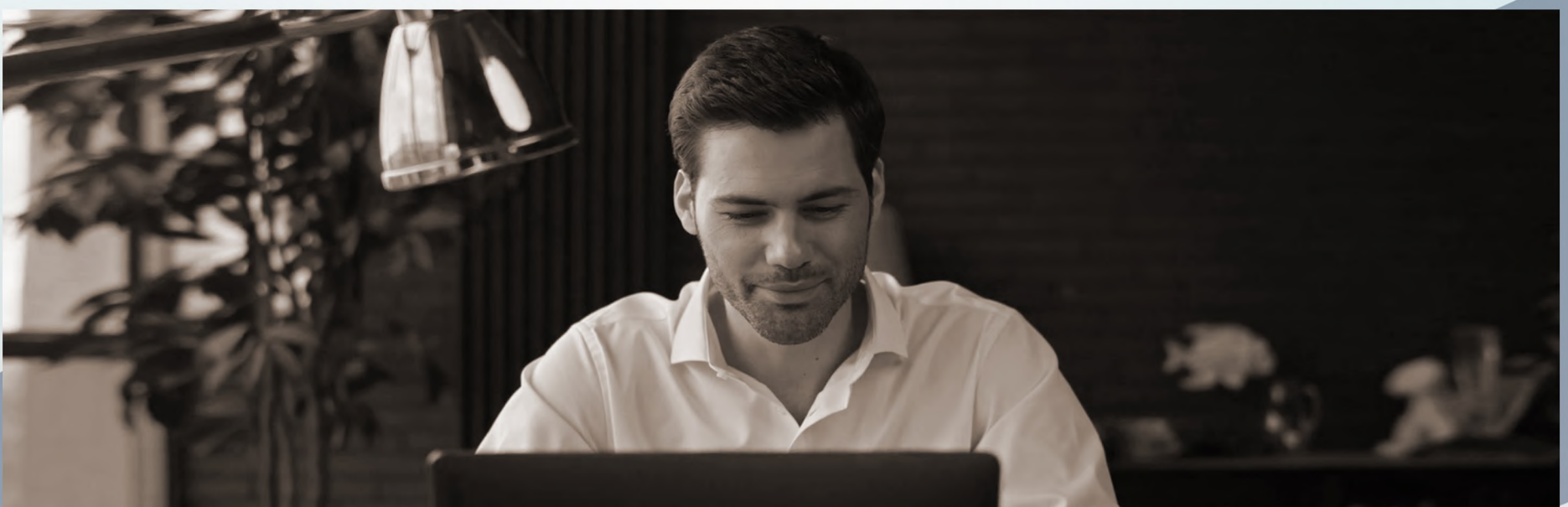
Ymarferydd Cwmwl AWS a Phensaer Datrysiadau AWS - Cyswllt VC

Ymarferydd Cwmwl AWS, Pensaer Datrysiadau AWS - Cyswllt a Phensaer Datrysiadau AWS - Proffesiynol VC

Advanced Security Practitioner CompTIA (CASP+) CAS-004 gan gynnwys Labiau Byw, Papurau Ymarfer ac Arholiad Swydddogol

Cloud+ CompTIA CV0-003 gan gynnwys Labiau Byw, Papurau Ymarfer ac Arholiad Swydddogol

Server+ CompTIA SK0-005 gan gynnwys Labiau Byw, Papurau Ymarfer ac Arholiad Swydddogol





## Cyrsiau Byr ar Microsoft Word (mae fersiynau eraill o Word ar gael) (Ariennir yn llawn i bawb) >>>

Word 2021 - Cwrs 1 - Cyflwyniad a Hanfodion	3 Awr
Word 2021 - Cwrs 2 - Mewngludo, Gwe-lywio a Fformatio	2 Awr 30 Munud
Word 2021 - Cwrs 3 - Paragraffau a Chynllun Tudalen	2 Awr 45 Munud
Word 2021 - Cwrs 4 - Rheoli Dogfennau	3 Awr
Word 2021 - Cwrs 5 - Gwrthrychau ac Argraffu	3 Awr
Word 2021 - Cwrs 6 - Tablau a Chyfeiriadau	4 Awr 20 Munud



## Cyrsiau Byr ar Microsoft Excel (mae fersiynau eraill o Excel ar gael) (Ariennir yn llawn i bawb) >>>

Excel 2021 - Cwrs 1 - Cyflwyniad a Hanfodion	2 Awr 20 Munud
Excel 2021 - Cwrs 2 - Celloedd a Thafleuni Gwaith	2 Awr 20 Munud
Excel 2021 - Cwrs 3 - Golygon a Gosodiad	3 Awr
Excel 2021 - Cwrs 4 - Fformatio a Phrawfddarllen	2 Awr 20 Munud
Excel 2021 - Cwrs 5 - Fformiwlâu a Swyddogaethau	3 Awr 15 Munud
Excel 2021 - Cwrs 6 - Cyflwyno Data'n Weledol	2 Awr 10 Munud
Excel 2021 - Cwrs 7 - Rhannu a Dilysu Data	2 Awr 10 Munud
Excel 2021 - Arbenigwr - Siartiau a Dadansoddi Data Uwch	2 Awr 45 Munud
Excel 2021 - Arbenigwr - Swyddogaethau, Cydgrynhoi ac Archwilio	2 Awr 45 Munud
Excel 2021 - Arbenigwr - Fformiwlâu, Macros a Data Allanol Uwch	3 Awr 30 Munud
Excel ar gyfer Dadansoddwyr Busnes	7 Awr
Tablau Colyn ar gyfer Dechreuwyr	5 Awr 30 Munud
Tablau Colyn Uwch yn Excel	7 Awr 30 Munud



## Cyrsiau Byr ar Microsoft PowerPoint (mae fersiynau eraill o PowerPoint ar gael) (Ariennir yn llawn i bawb) ▶▶▶

PowerPoint 2021 - Cwrs 1 - Cyflwyniad a Hanfodion	2 Awr 45 Munud
PowerPoint 2021 - Cwrs 2 - Creu Cyflwyniadau	4 Awr
PowerPoint 2021 - Cwrs 3 - Cynnwys Sleidiau	3 Awr
PowerPoint 2021 - Cwrs 4 - Graffeg ac Amlgyfryngau	4 Awr 20 Munud
PowerPoint 2021 - Cwrs 5 - Siartiau ac Animeiddiadau	3 Awr 30 Munud
PowerPoint 2021 - Cwrs 6 - Adolygu a Chyflwyno	2 Awr 50 Munud
Meistroli Microsoft PowerPoint 2021 y Ffordd Hawdd	10 Awr 45 Munud
Power Pivot, Power Query a DAX yn Excel	3 Awr 30 Munud



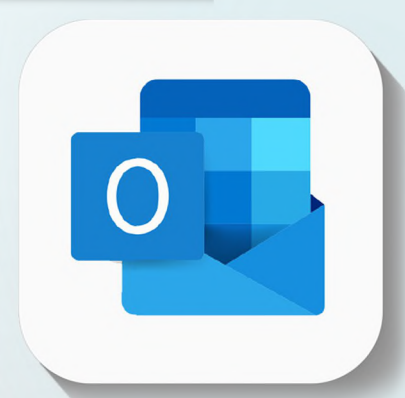
## Cyrsiau Byr ar Microsoft Access (mae fersiynau eraill o Access ar gael) (Ariennir yn llawn i bawb) ▶▶▶

Access 2021 - Cwrs 1 - Cyflwyniad a Hanfodion	3 Awr 20 Munud	3 Awr 30 Munud
Access 2021 - Cwrs 2 - Tablau a Rheoli Access	4 Awr 30 Munud	4 Awr 30 Munud
Access 2021 - Cwrs 3 - Ymholiadau a Chofnodion	3 Awr	3 Awr
Access 2021 - Cwrs 4 - Llunio Ffurflenni	2 Awr 45 Munud	2 Awr 45 Munud
Access 2021 - Cwrs 5 - Dylunio Adroddiadau	3 Awr 20 Munud	3 Awr 20 Munud



## Short Courses on Microsoft Outlook (other versions of Outlook are available) (Fully funded for all)

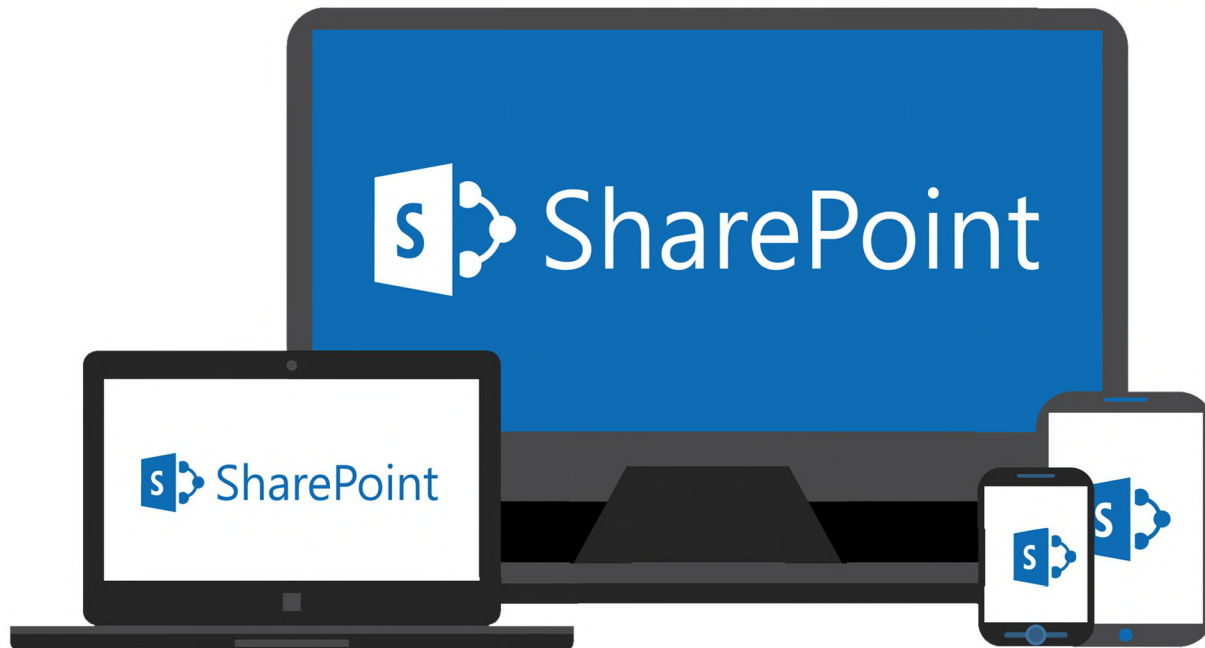
Outlook 2021 - Cwrs 1 - Cyflwyniad a Hanfodion	3 Awr 30 Munud
Outlook 2021 - Cwrs 2 - Negeseuon a Fformatio	3 Awr
Outlook 2021 - Cwrs 3 - Rheoli Negeseuon a Chysylltiadau	3 Awr 50 Munud
Outlook 2021 - Cwrs 4 - Calendr a Ffolderi Eraill	3 Awr
Outlook 2021 - Cwrs 5 - Nodweddion Awtomatig a Chwilio	1 Awr 30 Munud



## Cyrsiau Byr ar Microsoft SharePoint



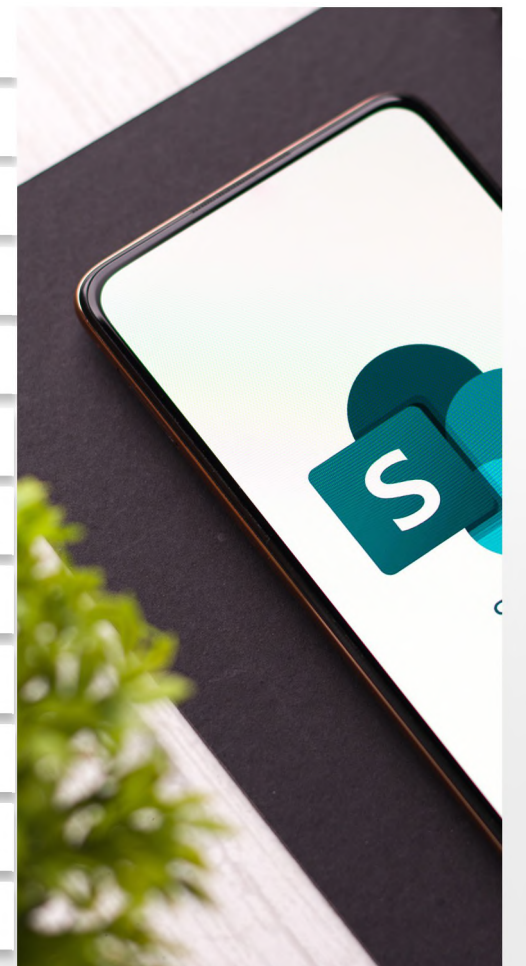
SharePoint 2010 End User - Dechreuwr	1 Awr
SharePoint 2010 End User - Canolradd	1 Awr
SharePoint 2010 End User - Uwch	1 Awr
SharePoint 2010 Site Manager - Dechreuwr	1 Awr 30 Munud
SharePoint 2010 Site Manager - Dechreuwr II	50 Munud
SharePoint 2010 Site Manager - Canolradd	40 Munud
SharePoint 2010 Site Manager - Canolradd II	50 Munud
SharePoint 2013 End User - Dechreuwr	1 Awr
SharePoint 2013 End User - Canolradd	2 Awr 10 Munud
SharePoint 2013 Site Manager - Dechreuwr	2 Awr 40 Munud
SharePoint 2013 Site Manager - Dechreuwr II	1 Awr 40 Munud
SharePoint 2013 Site Manager - Canolradd	1 Awr
SharePoint 2013 Site Manager - Canolradd II	40 Munud



## Cyrsiau Byr ar Microsoft SharePoint



SharePoint 2010 Site Manager - Uwch	1 Awr
SharePoint 2013 End User - Uwch	1 Awr 50 Munud
SharePoint 2013 Site Manager - Uwch	1 Awr 20 Munud
SharePoint Online Site Manager - Dechreuwr	1 Awr 30 Munud
SharePoint Online Site Manager - Dechreuwr II	1 Awr 10 Munud
SharePoint Online Site Manager - Canolradd II	50 Munud
SharePoint Online Site Manager - Uwch	20 Munud
SharePoint Online Site Manager - Uwch II	20 Munud
SharePoint Online End User - Dechreuwr	50 Munud
SharePoint Online End User - Canolradd	1 Awr 30 Munud
SharePoint Online End User - Uwch	50 Munud
Microsoft SharePoint Online	4 Awr



## Cyrsiau Byr ar Microsoft SharePoint



SharePoint Online End User - Uwch	50 Munud
SharePoint Online End User - Dechreuwr	50 Munud
SharePoint Online End User - Canolradd	1 Awr 30 Munud
SharePoint Online Site Manager - Uwch	40 Munud
SharePoint Online Site Manager - Dechreuwr	2 Awr 50 Munud
SharePoint Online Site Manager - Canolradd	2 Awr 50 Munud
SharePoint Power User Uwch	50 Munud
SharePoint Power User Dechreuwr	2 Awr 20 Munud
SharePoint Basics Uwch	1 Awr 40 Munud
SharePoint Basics Dechreuwr	2 Awr 10 Munud



## Cyrsiau Byr ar Microsoft PowerBI (Ariennir yn llawn i bawb)



Microsoft Power BI Ddechreuwr: Dechrau Arni gyda Power BI	4 Awr
Power BI Dechreuwr	2 Awr 10 Munud
Power BI Canolradd	2 Awr 10 Munud
Power BI Uwch	2 Awr 40 Munud
Power BI - Tu Hwnt i'r Hanfodion	6 Awr 30 Munud
Power BI Arbenigwr	2 Awr 20 Munud
Power BI Meistr	1 Awr 20 Munud
Power BI Proffesiynol	30 Munud



Cyrsiau Byr ar Microsoft Project (mae fersiynau eraill o Access ar gael) (Ariennir yn llawn i bawb) ▶▶▶

<b>Microsoft Project 2019 Uwch</b>	<b>7 Awr 30 Munud</b>
<b>Microsoft Project 2019 Dechreuwr</b>	<b>8 Awr 30 Munud</b>
<b>Microsoft Project 2021 i Ddechreuwr: Meistrolï'r Hanfodion</b>	<b>5 Awr 30 Munud</b>



Cyrsiau Byr ar Google G-Suite (Ariennir yn llawn i bawb) ▶▶▶

<b>Google Docs Uwch</b>	<b>1 Awr 30 Munud</b>
<b>Google Docs Dechreuwyr</b>	<b>1 Awr 40 Munud</b>
<b>Google Sheets Uwch</b>	<b>1 Awr 40 Munud</b>
<b>Google Sheets Dechreuwyr</b>	<b>1 Awr 15 Munud</b>
<b>Google Sheets i Ddefnyddwyr Excel</b>	<b>2 Awr 30 Munud</b>
<b>Google Slides Uwch</b>	<b>1 Awr</b>
<b>Google Slides Dechreuwyr</b>	<b>1 Awr</b>
<b>Google Sheets i Ddechreuwr</b>	<b>4 Awr</b>
<b>Hanfodion Google Sheets</b>	<b>1 Awr 10 Munud</b>
<b>Hanfodion Google Docs</b>	<b>1 Awr</b>





Cyrsiau TG Byr Eraill (Ariennir yn llawn i bawb)





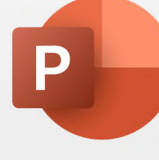


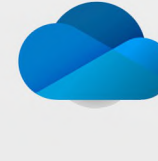


Hanfodion Office 365	1 Awr 30 Munud		
MS Teams	2 Awr		
Storio Gweledol a Rhannu Dogfennau	2 Awr		
Nodiadau a Chyfathrebu E-bost	2 Awr		
Cymwysiadau Sylfaenol yn Office 365 Plans	2 Awr 30 Munud		
Tiwtor Teipio KAZ ar gyfer Busnes	4 Awr		
Cyflwyniad i Dechnoleg Gwybodaeth (TG)	3 Awr 30 Munud		
Office 365 Cloud Platform	1 Awr 30 Munud		
Office 365 Executive Overview	1 Awr		
OneDrive ar gyfer Busnes	1 Awr 20 Munud		
OneDrive ar gyfer Swyddogion Gweithredol	50 Munud		
Windows 10	2 Awr		
Google Apps ar gyfer Gwaith	1 Awr 30 Munud		



Cyrsiau TG Byr Eraill (Ariennir yn llawn i bawb)



Cyflwyniad i'r Mac	3 Awr		
Pad: Dechreuwyr i Du Hwnt i'r Hanfodion	1 Awr		
MS Surface	1 Awr		
Excel Mac 2011	1 Awr 40 Munud		
Office Mac 2011	2 Awr 10 Munud		
Acrobat Pro DC	3 Awr 30 Munud		
Acrobat X: Dechreuwyr	3 Awr 10 Munud		
Acrobat X: Uwch	1 Awr 50 Munud		
Visio 2016	1 Awr 40 Munud		
Cyflwyniad i Alteryx	6 Awr		
Cyflwyniad i Python	6 Awr		
Microsoft OneNote	7 Awr 30 Munud		



Cyrsiau TG Byr Eraill (Ariennir yn llawn i bawb) ▶▶▶

Slack	1 Awr 10 Munud		
Smartsheet Dechreuwr	1 Awr		
Hanfodion Ymholi SQL	2 Awr 45 Munud		
ZOOM: Y Cwrs Eithaf	1 Awr		
Zoom	1 Awr		
Zoom ar gyfer Addysgu Ar-lein	30 Munud		
Cyflwyniad i Ddadansoddeg Data gydag Excel	4 Awr 15 Munud		
Hyfforddiant Uwch Qlik Sense	2 Awr 15 Munud		





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# Welcome

Directory for courses including:

Cyber Security and Network / Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Microsoft Access / Microsoft Outlook / Microsoft SharePoint / Microsoft PowerBI / G-suite / Python / Azure / Acrobat / SQL Database / Streaming Video / Tableau Desktop / R Programming and many more



## Certificated Courses: (Fully Funded by PLA for those earning below £29,534)



Autodesk Certified User

MOS Microsoft Word

MOS Microsoft Expert Word

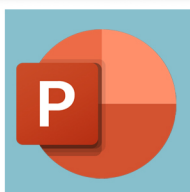
MOS Microsoft Expert Access

MOS Microsoft Excel

MOS Microsoft Expert Excel

MOS Microsoft PowerPoint

MOS Microsoft Outlook



## Certified Cyber Security and Network Courses (Fully Funded by PLA – no salary cap)



Official CompTIA CySA+ Cyber Security Analyst (CS0-002 Cyber Security Series) Certification

Official CompTIA ITF+ IT Fundamentals (FCO-U61 Core Series) Certification with Exam Including Labs and Practice papers

Official CompTIA A+ (220-1101 & 220-1102 Core Series) Certification with Exams, Including Practice papers and Labs for 1101 & 1102

Official CompTIA Network+ (N10-008 Core Series) Certification

Official CompTIA Security+ (SY0-601 Core Series) Certification with Exams Including Practice papers and Labs

CompTIA A+, Network+, Security+ Package (all courses including exams, practice papers and labs)

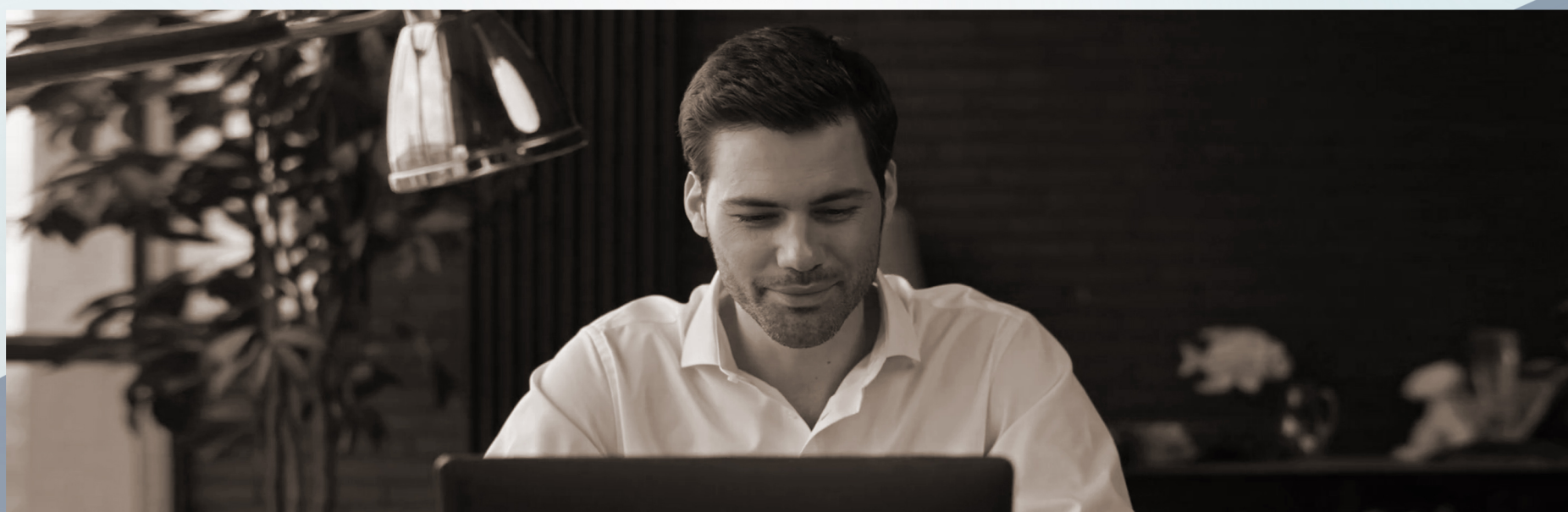
AWS Cloud Practitioner & AWS Solutions Architect Associate VC

AWS Cloud Practitioner, AWS Solutions Architect Associate & AWS Solutions Architect Professional VC

CompTIA Advanced Security Practitioner (CASP+) CAS-004 incl. Live Labs, Practice Papers and Official Exam

CompTIA Cloud+ CV0-003 incl. Live Labs, Practice Papers and Official Exam

CompTIA Server+ SK0-005 incl. Live Labs, Practice Papers and Official Exam





### Short Courses on Microsoft Word (other versions of Word are available) (Fully funded for all)



Word 2021 - Course 1 - Introduction and Basics	3 Hours
Word 2021 - Course 2 - Importing, Navigation and Formatting	2 Hours 30 Minutes
Word 2021 - Course 3 - Paragraphs and Page Layout	2 Hours 45 Minutes
Word 2021 - Course 4 - Managing Documents	3 Hours
Word 2021 - Course 5 - Objects and Printing 3 Hours	3 Hours
Word 2021 - Course 6 - Tables and References	4 Hours 20 Minutes



### Short Courses on Microsoft Excel (other versions of Excel are available) (Fully funded for all)



Excel 2021 - Course 1 - Introduction and Basics	2 Hours 20 Minutes
Excel 2021 - Course 2 - Cells and Worksheets	2 Hours 20 Minutes
Excel 2021 - Course 3 - Views and Layout	3 Hours
Excel 2021 - Course 4 - Formatting and Proofing	3 Hours 15 Minutes
Excel 2021 - Course 5 - Formulas and Functions	3 Hours 15 Minutes
Excel 2021 - Course 6 - Presenting Data Visually	2 Hours 10 Minutes
Excel 2021 - Course 7 - Sharing and Validating Data 2	2 Hours 10 Minutes
Excel 2021 - Expert - Advanced Charting and Data Analysis	2 Hours 45 Minutes
Excel 2021 - Expert - Advanced Functions, Consolidating and Auditing	2 Hours 45 Minutes
Excel 2021 - Expert - Advanced Formulas, Macros and External Data	3 Hours 30 Minutes
Excel for Business Analysts	7 Hours
Pivot Tables for Beginners	5 Hours 30 Minutes
Advanced PivotTables in Excel	7 Hours 30 Minutes



Short Courses on Microsoft PowerPoint (other versions of PowerPoint are available) (Fully funded for all) ▶▶▶

PowerPoint 2021 - Course 1 - Introduction and Basics	2 Hours 45 Minutes
PowerPoint 2021 - Course 2 - Creating Presentations	4 Hours
PowerPoint 2021 - Course 3 - Slide Content	3 Hours
PowerPoint 2021 - Course 4 - Graphics and Multimedia	4 Hours 20 Minutes
PowerPoint 2021 - Course 5 - Charts and Animations 3	3 Hours 30 Minutes
PowerPoint 2021 - Course 6 - Reviewing and Presenting	2 Hours 50 Minutes
Master Microsoft PowerPoint 2021 the Easy Way	10 Hours 45 Minutes
Power Pivot, Power Query and DAX in Excel	3 Hours 30 Minutes



Short Courses on Microsoft Access (other versions of Access are available) (Fully funded for all) ▶▶▶

Access 2021 - Course 1 - Introduction and Basics	3 Hours 20 Minutes
Access 2021 - Course 2 - Tables and Managing Access	4 Hours 30 Minutes
Access 2021 - Course 3 - Queries and Records	3 Hours
Access 2021 - Course 4 - Building Forms	2 Hours 45 Minutes
Access 2021 - Course 5 - Designing Reports	3 Hours 20 Minutes



Short Courses on Microsoft Outlook (other versions of Outlook are available) (Fully funded for all)

Outlook 2021 - Course 1 - Introduction and Basics	3 Hours 30 Minutes
Outlook 2021 - Course 2 - Messages and Formatting	3 Hours
Outlook 2021 - Course 3 - Managing Messages and Contacts	3 Hours 50 Minutes
Outlook 2021 - Course 4 - Calendar and Other Folders	3 Hours
Outlook 2021 - Course 5 - Auto Features and Searching	1 Hours 30 Minutes

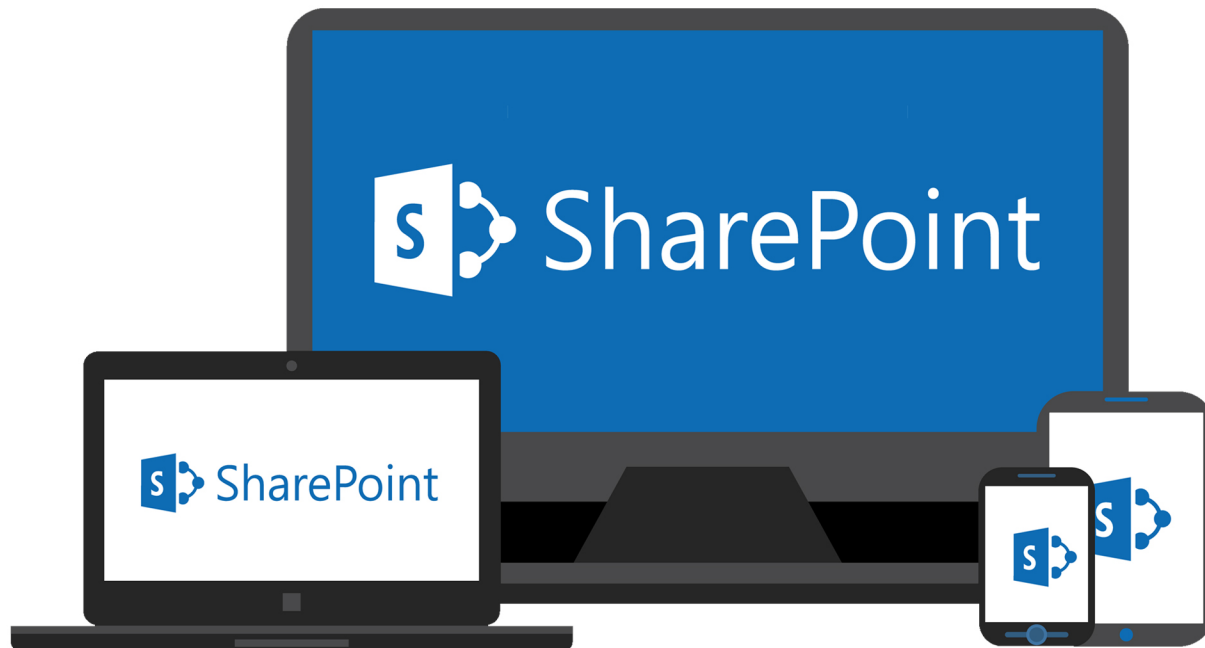




## Short Courses on Microsoft SharePoint



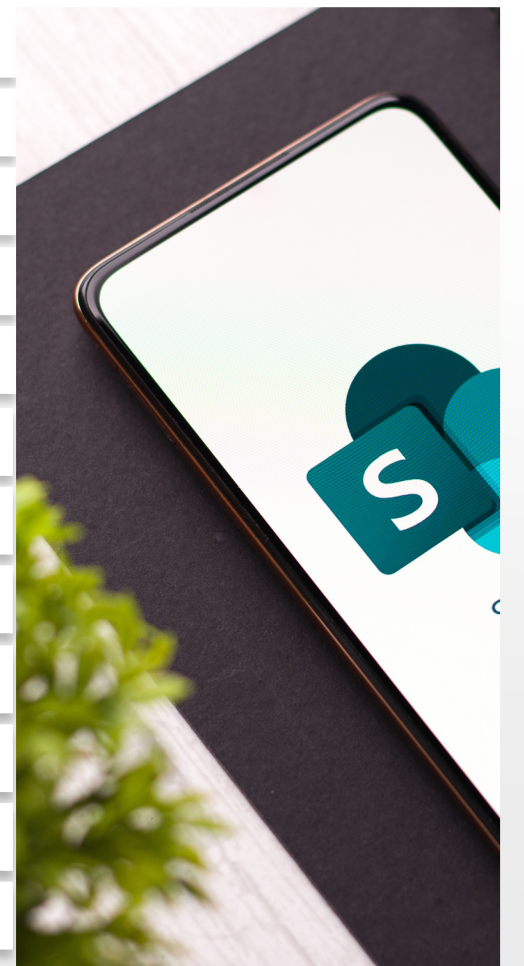
SharePoint 2010 End User - Beginner	1 Hour
SharePoint 2010 End User - Intermediate	1 Hour
SharePoint 2010 End User - Advanced	1 Hour
SharePoint 2010 Site Manager - Beginner	1 Hours 30 Minutes
SharePoint 2010 Site Manager - Beginner II	50 Minutes
SharePoint 2010 Site Manager - Intermediate	40 Minutes
SharePoint 2010 Site Manager - Intermediate II	50 Minutes
SharePoint 2013 End User - Beginner	1 Hour
SharePoint 2013 End User - Intermediate	2 Hours 10 Minutes
SharePoint 2013 Site Manager - Beginner	2 Hours 40 Minutes
SharePoint 2013 Site Manager - Beginner II	1 Hours 40 Minutes
SharePoint 2013 Site Manager - Intermediate	1 Hour
SharePoint 2013 Site Manager - Intermediate II	40 Minutes



## Short Courses on Microsoft SharePoint Continued



SharePoint 2010 Site Manager - Advanced	1 Hour
SharePoint 2013 End User - Advanced	1 Hours 50 Minutes
SharePoint 2013 Site Manager - Advanced	1 Hours 20 Minutes
SharePoint Online Site Manager - Beginner	1 Hours 30 Minutes
SharePoint Online Site Manager - Beginner II	1 Hours 10 Minutes
SharePoint Online Site Manager - Intermediate II	50 Minutes
SharePoint Online Site Manager - Advanced	20 Minutes
SharePoint Online Site Manager - Advanced II	20 Minutes
SharePoint Online End User - Beginner	50 Minutes
SharePoint Online End User - Intermediate	1 Hours 30 Minutes
SharePoint Online End User - Advanced	50 Minutes
Microsoft SharePoint Online	4 Hours





### Short Courses on Microsoft SharePoint Continued



SharePoint Online End User - Advanced	50 Minutes
SharePoint Online End User - Beginner	50 Minutes
SharePoint Online End User - Intermediate	1 Hours 30 Minutes
SharePoint Online Site Manager - Advanced	40 Minutes
SharePoint Online Site Manager - Beginner	2 Hours 50 Minutes
SharePoint Online Site Manager - Intermediate	2 Hours 50 Minutes
SharePoint Power User Advanced	50 Minutes
SharePoint Power User Beginner	2 Hours 20 Minutes
SharePoint Basics Advanced	1 Hour 40 Minutes
SharePoint Basics Beginner	2 Hours 10 Minutes



### Short Courses on Microsoft PowerBI (Fully funded for all)



Microsoft Power BI for Beginners: Get Started with Power BI	4 Hours
Power BI Beginner	2 Hours 10 Minutes
Power BI Intermediate	2 Hours 10 Minutes
Power BI Advanced	2 Hours 40 Minutes
Power BI - Beyond the Basics	6 Hours 30 Minutes
Power BI Expert	2 Hours 20 Minutes
Power BI Master	1 Hours 20 Minutes
Power BI Professional	30 Minutes





**Short Courses on Microsoft Project (other versions of Access are available) (Fully funded for all)**



<b>Microsoft Project 2019 Advanced</b>	<b>7 Hours 30 Minutes</b>
<b>Microsoft Project 2019 Beginners</b>	<b>8 Hours 30 Minutes</b>
<b>Microsoft Project 2021 for Beginners: Master the Essentials</b>	<b>5 Hours 30 Minutes</b>



**Short Courses on Google G-Suite (Fully funded for all)**



<b>Google Docs Advanced</b>	<b>1 Hour 30 Minutes</b>
<b>Google Docs Beginner</b>	<b>1 Hour 40 Minutes</b>
<b>Google Sheets Advanced</b>	<b>1 Hour 40 Minutes</b>
<b>Google Sheets Beginner</b>	<b>1 Hour 15 Minutes</b>
<b>Google Sheets for Excel Users</b>	<b>2 Hours 30 Minutes</b>
<b>Google Slides Advanced</b>	<b>1 Hour</b>
<b>Google Slides Beginner</b>	<b>1 Hour</b>
<b>Google Sheets for Beginners</b>	<b>4 Hours</b>
<b>Google Sheets Fundamentals</b>	<b>1 Hour 10 Minutes</b>
<b>Google Docs Fundamentals</b>	<b>1 Hour</b>





### Other Short IT Courses (Fully funded for all)



Office 365 Basics	1 Hours 30 Minutes		
MS Teams	2 Hours		
Virtual Storage and Document Sharing	2 Hours		
Notes and Email Communication	2 Hours		
Basic Applications in Office 365 Plans	2 Hours 30 Minutes		
KAZ Typing Tutor for Business	4 Hours		
Introduction to Information Technology (IT)	3 Hours 30 Minutes		
Office 365 Cloud Platform	1 Hours 30 Minutes		
Office 365 Executive Overview	1 Hour		
OneDrive For Business	1 Hours 20 Minutes		
OneDrive for Executives	50 Minutes		
Windows 10	2 Hours		
Google Apps for Work	1 Hours 30 Minutes		



### Other Short IT Courses (Fully funded for all)



Introduction to the Mac	3 Hours		
iPad: Beginner to Beyond the Basics	1 Hour		
MS Surface	1 Hour		
Excel Mac 2011	1 Hours 40 Minutes		
Office Mac 2011	2 Hours 10 Minutes		
Acrobat Pro DC	3 Hours 30 Minutes		
Acrobat X: Beginner	3 Hours 10 Minutes		
Acrobat X: Advanced	1 Hour 50 Minutes		
Visio 2016	1 Hour 40 Minutes		
Introduction to Alteryx	6 Hours		
Introduction to Python	6 Hours		
Microsoft OneNote	7 Hours 30 Minutes		



Other Short IT Courses (Fully funded for all)



Slack	1 Hour 10 minutes		
Smartsheet Beginner	1 Hour		
SQL Querying Basics	2 Hour 45 minutes		
ZOOM: The Ultimate Course	1 Hour		
Zoom	1 Hour		
Zoom for Online Teaching	30 minutes		
Introduction to Data Analysis with Excel	4 Hours 15 minutes		
Qlik Sense Advanced Training	2 Hours 15 minutes		

