



Giant Campus makes it **EASY** to learn technology and how to use computers!
 More than 10,000 people have taken advantage of this **FREE BENEFIT**.
 Web Design, Digital Photography, Computer Basics, and more – it's all here.

[Visit our website for more information or to register.](#)

Stone Education Center (Room 229)

Level Course Name Age Day Date Start End

Microsoft Access

Basic	Creating a Databases & Tables	18+	Monday	14-Jan	10:00	12:00
Basic	Creating a Databases & Tables	18+	Monday	14-Jan	13:00	15:00
Basic	Working with Tables	18+	Monday	14-Jan	15:00	17:00
Basic	Working with Tables	18+	Tuesday	15-Jan	10:00	12:00
Basic	Creating and Using Queries	18+	Tuesday	15-Jan	13:00	15:00
Basic	Creating and Using Queries	18+	Tuesday	15-Jan	15:00	17:00
Basic	Designing Forms	18+	Wednesday	16-Jan	10:00	12:00
Basic	Designing A Report	18+	Wednesday	16-Jan	13:00	15:00
	Access Open Workshop	18+	Wednesday	16-Jan	15:00	17:00

Microsoft Excel

Basic	Creating a Workbook	18+	Tuesday	8-Jan	10:00	12:00
Basic	Using Numbers and Charts	18+	Tuesday	8-Jan	13:00	15:00
Intermediate	Formatting for Printing	18+	Tuesday	8-Jan	15:00	17:00
Intermediate	Performing Calculations	18+	Wednesday	9-Jan	10:00	12:00
Intermediate	Working With Data	18+	Wednesday	9-Jan	13:00	15:00
Advanced	Advanced Editing and Validations	18+	Wednesday	9-Jan	15:00	17:00

Microsoft Outlook

Basic	Sending and Receiving Messages	18+	Friday	25-Jan	10:00	12:00
Basic	Scheduling in Outlook	18+	Friday	25-Jan	13:00	15:00

Microsoft PowerPoint

Basic	Presentation Basics	18+	Monday	28-Jan	15:00	17:00
Basic	Design Shortcuts	18+	Tuesday	29-Jan	15:00	17:00
Basic	Slide Management	18+	Wednesday	30-Jan	15:00	17:00

Microsoft Word

Basic	Creating Letters and Memos	18+	Monday	28-Jan	10:00	12:00
Basic	Timesavers	18+	Tuesday	29-Jan	10:00	12:00
Basic	Adding Pictures to Your Documents	18+	Wednesday	30-Jan	10:00	12:00

Internet Basics

Basic	Getting Started Using the Internet	18+	Friday	11-Jan	10:00	12:00
Basic	Internet Option, Security and Privacy	18+	Friday	11-Jan	13:00	15:00

Computer Basics

Basic	Getting to Know Your Computer	18+	Friday	4-Jan	10:00	12:00
Basic	Getting Started with Your Desktop	18+	Friday	4-Jan	13:00	15:00

Digital Photography and Graphics

Basic	Photo Essentials	18+	Monday	7-Jan	10:00	12:00
Basic	Color and Shape	18+	Monday	7-Jan	13:00	15:00
Basic	Drawing with Photoshop	18+	Monday	7-Jan	15:00	17:00
Intermediate	Filters	18+	Monday	28-Jan	13:00	15:00
Intermediate	Special Effects	18+	Tuesday	29-Jan	13:00	15:00
Intermediate	Visual Communication	18+	Wednesday	30-Jan	13:00	15:00

Web Design

Intermediate	Creating a Page Template	18+	Wednesday	2-Jan	10:00	12:00
Advanced	Working with HTML	18+	Wednesday	2-Jan	13:00	15:00
Advanced	Creating Style Sheets	18+	Wednesday	2-Jan	15:00	17:00

191st IN BDE Office Training

Open to 191st IN BDE Enrollments Only

	Excel	18+	Thursday	17-Jan	09:00	12:00
	Word	18+	Thursday	17-Jan	13:00	16:00
	Outlook	18+	Friday	18-Jan	09:00	11:00
	PowerPoint	18+	Friday	18-Jan	12:00	14:00
	Outlook	18+	Friday	18-Jan	15:00	17:00
	Excel	18+	Saturday	19-Jan	09:00	12:00
	Word	18+	Saturday	19-Jan	13:00	16:00

ACAP (Bldg. P2013A Room 207A)

Transition Assistance Program

	Resource Seminar	18+	Tuesday	8-Jan	10:00	11:00
	Resource Seminar	18+	Tuesday	15-Jan	10:00	11:00
	Resource Seminar	18+	Tuesday	22-Jan	10:00	11:00
	Resource Seminar	18+	Tuesday	29-Jan	10:00	11:00

Madigan Army Medical Center (8th Floor Nursing Tower)

Microsoft Excel

Basic	Getting Started in Excel	18+	Wednesday	2-Jan	10:00	12:00
Basic	Using Numbers and Charts	18+	Wednesday	9-Jan	10:00	12:00
Intermediate	Formatting for Printing	18+	Wednesday	16-Jan	10:00	12:00
Intermediate	Working with Data	18+	Wednesday	23-Jan	10:00	12:00
Intermediate	Performing Calculations	18+	Wednesday	30-Jan	10:00	12:00



Giant Campus can bring our workshops to you. To find out more information for unit/group training or to register for one of these courses please call **(800) 386-4223**. For our full course schedule go online to <http://fortlewis.giantcampus.com>.