

Course Schedule

Adobe Acrobat

Adobe Acrobat Pro DC - Advanced / 250 / Days: 1

In this course, students will use Adobe Acrobat Pro DC to convert technical documents to PDF files, enhance PDF documents, create interactive PDF forms, and prepare PDF files for commercial printing.

05/12 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

05/24 · 05/25/21 **OLL** 4:00 PM - 12:00 AM TLN

06/02 · 06/03/21 **OLL** 4:00 PM - 12:00 AM TLN

06/16 · 06/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/16 · 07/17/21 **OLL** 5:00 PM - 2:00 AM TLN

08/04 · 08/05/21 **OLL** 3:00 PM - 12:00 AM TLN

Adobe Acrobat Pro DC - Introduction / 159 / Days: 1

Adobe Acrobat Pro DC puts the power of the Portable Document Format, literally, at your fingertips. By taking advantage of the functionality & features available in Acrobat, you will ensure the integrity of your documents regards of who views them.

05/10 · 05/11/21 **OLL** 6:00 PM - 2:00 AM TLN

05/21 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/01 · 06/02/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/15/21 **OLL** 4:00 PM - 12:00 AM TLN

07/06 · 07/07/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/27/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Captivate

Adobe Captivate 2019 - Beyond The Essentials / 790 / Days: 2

A course that teaches the higher-end, more advanced functionality of Adobe Captivate 2019.

06/07 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

07/01 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Captivate 2019 - The Essentials / 790 / Days: 2

A course that teaches the core Adobe Captivate skills needed to create eLearning courses.

05/25 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

06/29 · 07/01/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/28/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Dreamweaver

Adobe Dreamweaver CC - Part 1 / 790 / Days: 2

In this course, you will learn to maintain and administer your website with Dreamweaver's site and page management tools.

05/24 · 05/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/27 · 07/29/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Dreamweaver CC - Part 2 / 790 / Days: 2

In this course, you will use Adobe Dreamweaver CC to create fluid CSS layouts, implement mobile integration techniques, and share files over a server to work in a collaborative manner.

06/03 · 06/05/21 **OLL** 6:00 PM - 2:00 AM TLN

08/05 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Illustrator

Adobe Illustrator CC - Part 1 / 790 / Days: 2

This course covers the Graphic Design & Illustration Using Adobe Illustrator CC objectives to help students prepare for the Adobe Certified Associate (ACA) exam. This course is also designed to cover the Adobe Certified Expert (ACE) exam objectives.

06/07 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/14/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Illustrator CC - Part 2 / 790 / Days: 2

In this course, students will use painting tools, manage colors, format type, work with effects, prepare artwork for commercial printing, and prepare graphics for the web.

06/09 · 06/11/21 **OLL** 4:00 PM - 12:00 AM TLN

07/14 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Illustrator CC (2019) - Part 1 / 250 / Days: 1

This course focuses on Adobe® Illustrator® CC (2019), the component within CC used to create "drawn" graphics, while enabling its users to integrate content from other domains (such as photo-oriented graphics and animation, which belong to Adobe® Photoshop® and other applications). With Illustrator's many easily used tools, you will discover that not only can you unlock the same creative impulses you've always had as you've picked up a pencil to sketch out an idea, but also capture those multiple ideas and "what ifs" during the creative process in ways that you never imagined. And for those of you who are just embarking on building your creative skills, you will be surprised at "how good" your work will appear, even at the outset of your exploration of the world of graphic design.

07/14 · 07/14/21 **OLL** 11:30 AM - 7:00 PM TLN

Adobe Illustrator CC (2019) - Part 2 / (CALL) / Days: 1

You have created simple artwork by using the basic drawing and painting tools available in Adobe® Illustrator® CC. You now want to use advanced tools, options, and effects to create complex artwork. In addition, you want to ensure that your artwork is ready for commercial printing and also save it for the web. In this course, you will draw complex illustrations and enhance them by using various painting options. You will also use painting tools, manage colors, format type, work with effects, prepare artwork for commercial printing, and prepare graphics for the web.

This course is a great component of your preparation for the Adobe Certified Expert (ACE) Illustrator CC exam and the Adobe Certified Associate (ACA) Graphic Design & Illustration Using Adobe Illustrator exam.

06/15 · 06/15/21 **OLL** 11:30 AM - 7:00 PM TLN

Adobe InDesign

Adobe InDesign CC - Part 1 / 790 / Days: 2

This course has all the tools you need to elevate the look of your document and get it out to the people who need to see it, whether it be in print or on the web.

05/11 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

06/15 · 06/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/14 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe InDesign CC - Part 2 / 790 / Days: 2

In this course students will learn advanced InDesign techniques to enhance the look and functionality of your documents.

05/13 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

06/17 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

07/22 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe® InDesign® (2020): Part 1 / 250 / Days: 1

Giving documents a well-designed, professional look will put students a step ahead in the marketplace cluttered with all kinds of communications. Paragraph and character styles that allow students to format pages of text uniformly, layout features that help students to build alternate size configurations of documents, and various panels that enable students to easily customize both text and graphics; Adobe InDesign CC (2019) has all the tools students need to elevate the look of documents and get it out to the people who need to see it, whether it be in print or on the web.

This course is a great component of your preparation for the Adobe Certified Expert (ACE) InDesign CC exam and the Adobe Certified Associate (ACA) Print & Digital Media Publication Using Adobe InDesign exam.

07/02 · 07/02/21 **OLL** 11:30 AM - 7:00 PM TLN

Course Schedule

Adobe® InDesign® (2020): Part 2 / 250 / Days: 1

In Adobe® InDesign® CC (2019): Part 1 you were introduced to the many features that help you create professional looking documents. Now you need to create much lengthier interactive documents that need to be accessed across a range of devices. In Adobe® InDesign® CC (2019): Part 2, you will learn advanced InDesign techniques to enhance the look and functionality of your documents.

Using Adobe InDesign, you can create interactive documents and export them for viewing in a web browser with various features such as buttons, page transitions, movies and audio files, hyperlinks, and animation. You have the ability to assign color profiles and establish print presets. In creating longer documents, you'll be able to include such features as a table of contents, footnotes, cross-references, and an index.

This course is a great component of your preparation for the Adobe Certified Expert (ACE) InDesign CC exam and the Adobe Certified Associate (ACA) Print & Digital Media Publication Using Adobe InDesign exam.

08/04 · 08/04/21 **OLL** 11:30 AM - 7:00 PM TLN

Adobe Photoshop

Adobe Photoshop CC - Part 1 / 790 / Days: 2

This course focuses on some of the basic features of Photoshop so that the student can navigate the environment and use Photoshop tools to work with photographic images.

05/18 · 05/20/21 **OLL** 6:00 PM - 2:00 AM TLN

06/22 · 06/24/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/21/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe Photoshop CC - Part 2 / 790 / Days: 2

This course delves into some of the more advanced image creation and editing techniques, and offers you hands-on activities that demonstrate how these techniques can be used in combination to create exciting visual effects.

06/24 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

Adobe® Photoshop® 2020: Part 1 / (CALL) / Days: 1

Part 1 focuses on some of the basic features of Photoshop so that students can navigate the environment and use Photoshop tools to work with photographic images. In addition, the orientation to Adobe® Bridge and organization of files in Bridge is covered. Although Photoshop is used by a variety of professionals, from photographers to designers to videographers, Photoshop Part 1 will focus mainly on the photography component. The illustration and animation techniques are covered in subsequent levels of Photoshop.

05/25 · 05/25/21 **OLL** 11:30 AM - 7:00 PM TLN

07/20 · 07/20/21 **OLL** 11:25 AM - 7:00 PM TLN

Agile

BA08 - Agile for Business Analysts / 1395 / Days: 2

In this course, students will gain an understanding about agile business analysis. Students will learn how business analysis on an agile project is 'the same' and 'different' than business analysis performed on waterfall projects. Students will understand how the business analysis role changes on an agile team. A number of business analysis techniques suited for supporting agile teams will be introduced as will the various standards available to the community to help teams and organizations transition. Since few organizations are pure agile, students will also learn about delivery approaches that use a combination of practices from waterfall and agile and will also be introduced to the important concept of business analysis tailoring – the key skill used to adapt business analysis skills to all environments – regardless of the delivery life cycle selected.

06/10 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

Introduction to Agile and Scrum Methodologies / 250 / Days: 1

Agile project management is growing in popularity as a method for delivering value quickly. This course presents the tenets of Agile methodologies using the Scrum framework as a primary example to demonstrate the Agile approaches, their benefits, and challenges.

05/12 · 05/13/21 **OLL** 4:00 PM - 12:00 AM TLN

06/25 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

Amazon Web Services (AWS)

Architecting on AWS / 2025 / Days: 3

This course shows you the fundamentals of building IT infrastructure on the AWS platform. You learn how to optimize the AWS Cloud by understanding AWS services and how they fit into cloud-based solutions. You explore best practices and design patterns to

06/01 · 06/04/21 **OLL** 4:00 PM - 12:00 AM TLN

07/20 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

AWS Cloud Practitioner Essentials / 675 / Days: 1

The fundamental-level full day course is intended for individuals who seek an overall understanding of the AWS Cloud, independent of specific technical roles. It provides a detailed overview of cloud concepts, AWS services, security, architecture, pricing

06/28 · 06/29/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/20/21 **OLL** 6:00 PM - 2:00 AM TLN

AWS Technical Essentials / 675 / Days: 1

This course introduces you to AWS products, services, & common solutions. It provides IT technical end users with basic fundamentals to become more proficient in identifying AWS services so that you can make informed decisions about IT solutions.

06/29 · 06/30/21 **OLL** 4:00 PM - 12:00 AM TLN

Exam Readiness: AWS Certified Solutions Architect - Associate / 2700 / Days: .5

The AWS Certified Solutions Architect – Associate exam validates technical expertise in designing and deploying scalable, highly available, and fault-tolerant systems on AWS. Join this half-day, intermediate-level training to learn how to prepare for the

06/04 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

07/23 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Systems Operations on AWS / 2025 / Days: 3

This course teaches systems operators and anyone performing system operations functions how to install, configure, automate, monitor, secure, maintain and troubleshoot the services, networks, and systems on AWS necessary to support business applications.

06/30 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Business Analysis

BA01 - Business Analysis Essentials / 1395 / Days: 2

This is an introductory course designed to provide students with a basic understanding of the benefits, functions and impact a business analyst has within an organization. The course discusses the business analysis process as it is applied throughout a project as well as the pre-project activities that comprise strategy analysis. Students learn how a business analyst supports the project throughout the solution development life cycle, from defining business needs and solution scope to validating that requirements have been met in the testing phase and ensuring the solution continues to provide value after implementation.

05/24 · 05/26/21 **OLL** 6:00 PM - 2:00 AM TLN

BA02 - Strategic Business Analysis / 1395 / Days: 2

This course is aimed for experienced practitioners who desire a clear understanding of Strategic Business Analysis, who would like to understand what comprises this work, and the objectives for performing it.

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

BA30 – Foundations of Business Analysis / 2660 / Days: 4

The course provides students a clear understanding and total immersion into all of the facets of the business analyst role, including a thorough walkthrough of the various domain/knowledge areas that comprise the business analysis profession. Students are provided an opportunity to try their hand at several business analysis techniques for eliciting, analyzing, and modeling requirements. The business analysis work performed in strategy analysis and solution evaluation, which is most often the least familiar to business analysts, is thoroughly presented and explored. Students completing this course will be well equipped with new skills and knowledge that can be immediately applied on current and future projects.

05/17 · 05/21/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

BACP02 - Certified Business Analysis Professional (CBAP®) Exam Preparation / 2695 / Days: 4

This course provides you with a clear and detailed understanding of the concepts covered within the CBAP® and CCBA® exams. You will gain valuable tips and techniques to help prepare, study, and assess your personal readiness. In addition, you will earn valuable professional development hours toward meeting the exam criteria.

05/24 · 05/28/21 **OLL** 6:00 PM - 2:00 AM TLN

CIPM

Certified Information Privacy Manager (CIPM) / (CALL) / Days: 2

The CIPM is the world's first and only certification in privacy programme management. When a student earns a CIPM, it shows that you know how to make a privacy programme work for your organisation. In other words, you're the go-to person for day-to-day operations when it comes to data protection.

The CIPM program was developed by the International Association of Privacy Professionals (IAPP), which is the world's largest comprehensive global information privacy community and resource. The CIPM certification also holds accreditation under ISO 17024:2012.

06/02 · 06/03/21 **OLL** 10:00 AM - 6:00 PM TLN

Cisco

Cisco® Implementing and Administering Cisco® Solutions v1.0 (CCNA) / 2090 / Days: 5

This course gives you a broad range of fundamental knowledge for all IT careers. You will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking. This course helps you prepare to take the 200-301 Cisco Certified Network Associate (CCNA) exam to earn CCNA certification.

This course consists of 5 days of instructor-led training with hands-on lab practice, plus the equivalent of 3 days of self-paced material.

This course includes post class lab access- a total of 60 hours of labs over a 90 day period.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Cisco® Implementing and Administering Cisco® Solutions v1.0 (CCNA) (Alternative Schedule Offering) / 3795 / Days: 8

This course is delivered in an alternative schedule model of shorter class sessions over a longer period of time. This course gives you a broad range of fundamental knowledge for all IT careers. You will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking. This course helps you prepare to take the 200-301 Cisco Certified Network Associate (CCNA) exam to earn CCNA certification.

This course consists of 5 days of instructor-led training with hands-on lab practice, plus the equivalent of 3 days of self-paced material.

This course includes post class lab access- a total of 60 hours of labs over a 90 day period.

07/19 · 07/29/21 **OLL** 4:00 PM - 8:30 PM TLN

Cisco® Implementing and Operating Cisco® Enterprise Network Core Technologies v1.1 (ENCOR) / 4195 / Days: 5

The goal of this course is to develop the core networking skills needed to configure, troubleshoot, and manage Enterprise wired and wireless networks. It also requires you to understand and implement security principles within the Enterprise networks and introduces you to overlay network design by using solutions like SD-Access and SD-WAN. The course also lays focus implementing on automation and programmability in Enterprise networks. This course consists of 5 days of instructor led training, plus the equivalent of 3 days of self-paced training. This course includes post class lab access- a total of 60 hours of labs over a 90 day period.

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

Cisco® Implementing Cisco® Enterprise Advanced Routing and Services v1.0 (ENARSI) / 4195 / Days: 5

This course provides the knowledge and skills needed to install, configure, operate and troubleshoot an enterprise network. This course is intended to be a deep dive into advanced routing and infrastructure technologies, which are an expansion of the topics covered in the Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR) course. This course prepares you to take the CCNP Enterprise exam 300-410 ENARSI.

This course includes post class lab access- a total of 60 hours of labs over a 90 day period.

06/28 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Citrix ADC - formerly NetScaler

CNS-224: Implement Citrix ADC 13.x with Traffic Management / 2000 / Days: 2

Learn the skills required to configure and manage Citrix ADC Traffic Management features, including Content Switching, Traffic Optimization, and Global Server Load Balancing. At the end of the course, students will be able to configure their ADC environments to address efficient traffic switching and resilience requirements including Content Switching, Traffic Optimization, and Disaster Recovery.

07/26 · 07/28/21 **OLL** 6:00 PM - 2:00 AM TLN

CNS-227: Deploy and Manage Citrix ADC 13.x with Citrix Gateway / 5000 / Days: 5

Expand your Citrix networking knowledge and skills by enrolling in this five-day course. It covers Citrix ADC essentials, including secure load balancing, high availability and operations management, and also focuses on Citrix Gateway. You will learn to deliver secure remote access to apps and desktops integrating Citrix Virtual Apps and Citrix Desktops with Citrix Gateway

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

Citrix Virtual Apps and Desktops - formerly XenApp and XenDesktop

CWS-215 Citrix Virtual Apps and Desktops 7 Administration On-Premises and In Citrix Cloud / 5000 / Days: 5

This course will teach students how to deploy, install, configure, setup profile management, configure policies, printing and basic security features for on-premises Virtual Apps and Desktop solution building, and then migrating to Citrix Cloud.

This course includes a voucher to take the related exam and earn your Citrix Certified Associate - Virtualization (CCA-V) certification.

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

CWS-315 Citrix Virtual Apps and Desktops 7 Advanced Administration / 5000 / Days: 5

Get more value out of your Citrix Virtual Apps and Desktops 7.1x investment through the use of Workspace Environment Management, Provisioning Services, Application Layering, and advanced features. Students leave this course with a good understanding of how to manage more complex solutions such as multizone environments spanning multiple locations with configurations around StoreFront, the Delivery Controllers, and HDX. Students will gain the skills to improve logon times, user personalization, and resource performance through Workspace Environment Management. Also, learn to optimize management of your app and desktop images by building and combining App Layers. End the course by learning to install, configure, and manage Provisioning Services in accordance with leading practices. This course includes a voucher to take the related exam (1Y0-311 Citrix XenApp and XenDesktop 7.15 Advanced Administration) and earn your Citrix Certified Professional - Virtualization (CCP-V) certification.

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA A+

CompTIA A+ - Part 1 (Exam 220-1001) / 2475 / Days: 5

This course provides the knowledge and skills you will require to be a successful A+ technician.

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 6:00 PM - 2:00 AM TLN

CompTIA A+ - Part 2 (Exam 220-1002) / 2475 / Days: 5

CompTIA A+ certified professionals are proven problem solvers. They support today's core technologies from security to cloud to data management and more. CompTIA A+ is the industry standard for launching IT careers into today's digital world. It is the only industry recognized credential with performance-based items to prove pros can think on their feet to perform critical IT support tasks in the moment. It is trusted by employers around the world to identify the go-to person in end point management and technical support roles. CompTIA A+ is regularly re-invented by IT experts to ensure that it validates core skills and abilities demanded in the workplace.

05/10 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

06/28 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA A+ Certification (Exams 220-1001 and 220-1002) / 2995 / Days: 5

CompTIA A+ certified professionals are proven problem solvers. They support today's core technologies from security to cloud to data management and more. CompTIA A+ is the industry standard for launching IT careers into today's digital world. It is the only industry recognized credential with performance-based items to prove pros can think on their feet to perform critical IT support tasks in the moment. It is trusted by employers around the world to identify the go-to person in end point management and technical support roles. CompTIA A+ is regularly re-invented by IT experts to ensure that it validates core skills and abilities demanded in the workplace.

The Official CompTIA® A+® Core 1 and Core 2 (Exams 220-1001 and 220-1002) course provides the background knowledge and skills you will require to be a successful A+ technician. It will help you prepare to take the CompTIA A+ Core Series certification examinations (exam numbers 220-1001 and 220-1002), in order to become a CompTIA A+ Certified Professional.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

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06/28 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA Additional Courses

CompTIA IT Fundamentals+ Certification ITF+ (Exam FCO-U61) / 2475 / Days: 5

This course will prepare participants to take the FCO-U61 exam to obtain the IT Fundamentals+ certification and help participants learn some of the basic principles and techniques of providing PC, mobile, applications, and network support.

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

CompTIA Cloud+

CompTIA Cloud+ Certification (Exam CV0-002) / 2475 / Days: 5

In this course, you will learn how to implement, maintain, and deliver cloud technologies including network, storage, and virtualization technologies to create cloud solutions.

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

CompTIA Linux+

CompTIA Linux+ Certification (XK0-004) / 2475 / Days: 5

The Official CompTIA® Linux+® courseware builds on your existing experience with systems operations and administration to provide you with the knowledge and skills required to configure, manage, operate, and troubleshoot a Linux environment by using security best practices, scripting, and automation. This course will also prepare you for the Exam XK0-004.

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/17/21 **OLL** 6:00 PM - 2:00 AM TLN

CompTIA Network+

CompTIA Network+ Certification (Exam N10-007) / 2475 / Days: 5

This course builds on your existing user-level knowledge and experience with personal computer operating systems and networks to present the fundamental skills and concepts that you will need to use on the job in any type of networking career. This course can benefit you in two ways. If you intend to pass the CompTIA Network+ (Exam N10-007) certification examination, this course can be a significant part of your preparation. But certification is not the only key to professional success in the field of computer security. Today's job market demands individuals with demonstrable skills, and the information and activities in this course can help you build your computer security skill set so that you can confidently perform your duties in any network-related role.

05/10 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/28/21 **OLL** 11:30 AM - 7:00 PM TLN

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07/26 · 07/31/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA Project+

CompTIA Project+ Certification (Exam PK0-004) / 2475 / Days: 5

This course is designed to provide you with the skills needed to be a successful project manager in today's rapidly changing world. Additionally, this course can be a significant part of your preparation for the CompTIA® Project+® certification exam.

06/28 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA Security

CompTIA Advanced Security Practitioner (CASP+) Certification (Exam CAS-003) / 3295 / Days: 5

In this course, which prepares you for the CompTIA Advanced Security Practitioner exam (CAS-003), you will expand on your knowledge of information security to apply more advanced principles that will keep your organization safe from the many ways it can be threatened. You'll apply critical thinking and judgment across a broad spectrum of security disciplines to propose and implement sustainable security solutions that map to organizational strategies; translate business needs into security requirements; support IT governance and risk management; architect security for hosts, networks, and software; respond to security incidents; and more.

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

CompTIA Cybersecurity Analyst (CySA+) Certification (Exam CS0-002) / 2475 / Days: 5

The course introduces tools and tactics to manage cybersecurity risks, identify various types of common threats, evaluate the organization's security, collect and analyze cybersecurity intelligence, and handle incidents as they occur.

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

CompTIA Penetration Testing (PenTest+) Certification (Exam PT0-001) / 2975 / Days: 5

"To ensure your success in this course, you should have:

Intermediate knowledge of information security concepts, including but not limited to identity and access management (IAM), cryptographic concepts and implementations, computer networking concepts and implementations, and common security technologies.

Practical experience in securing various computing environments, including small to medium businesses, as well as enterprise environments.

07/12 · 07/17/21 **OLL** 6:00 PM - 2:00 AM TLN

CompTIA Security+ Certification (SY0-601) / (CALL) / Days: 5

The CompTIA Security+ certification exam will verify the successful candidate has the knowledge and skills required to assess the security posture of an enterprise environment and recommend and implement appropriate security solutions; monitor and secure hybrid environments, including cloud, mobile, and IoT; operate with an awareness of applicable laws and policies, including principles of governance, risk, and compliance; identify, analyze, and respond to security events and incidents

05/10 · 05/14/21 **OLL** 10:00 AM - 6:00 PM TLN

05/10 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/21/21 **OLL** 11:30 AM - 7:00 PM TLN

05/17 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/11/21 **OLL** 10:00 AM - 6:00 PM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/17/21 **OLL** 6:00 PM - 2:00 AM TLN

07/19 · 07/23/21 **OLL** 11:30 AM - 7:00 PM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Crystal Reports

Crystal Reports 2016 - Part 1 / 690 / Days: 2

In this course, students will create a basic report by connecting to a database and modifying the report's presentation.

06/23 · 06/25/21 **OLL** 4:00 PM - 12:00 AM TLN

Crystal Reports 2016 - Part 2 / 690 / Days: 2

In this course, students will create complex reports & data sources using the tools in Crystal Reports 2016. Students will not only create more complex reports including sub-reports and cross-tabs, but will also increase their speed and efficiency.

05/12 · 05/14/21 **OLL** 4:00 PM - 12:00 AM TLN

07/15 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

Cybint

Cybersecurity Essentials / 295 / Days: 1

Cybersecurity Essentials was developed using unparalleled learning methodology that prepares cadets for the Israeli Cyber and Intelligence Unit. It is designed to tackle human error by helping develop an advanced understanding and skills to protect individuals and organizations against the most common cyber threats.

06/04 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

DevOps

Continuous Delivery Ecosystem Foundation / 1495 / Days: 2

This course is designed for participants who are engaged in the design, implementation, and management of DevOps deployment pipelines and toolchains that support Continuous Integration, Continuous Delivery, Continuous Testing and potentially Continuous Deployment. The course highlights underpinning processes, metrics, APIs and cultural considerations with Continuous Delivery. Key benefits of Continuous Delivery will be covered including increased velocity to assist organizations to respond to market changes rapidly, thus being able to outmaneuver competition, reduce risk and lower costs while releasing higher quality solutions. Increased productivity and employee morale by having more activities performed by pipelines instead of humans so teams can focus on vision while pipelines do the execution.

This course prepares you for the Continuous Delivery Ecosystem Foundation(CDEF) certification.

07/19 · 07/21/21 **OLL** 4:00 PM - 12:00 AM TLN

Continuous Testing Foundation / 1495 / Days: 2

This comprehensive course addresses testing in a DevOps environment and covers concepts such as the active use of test automation, testing earlier in the development cycle, and instilling testing skills in developers, quality assurance, security, and operational teams.

The course is relevant for every modern IT professional involved in defining or deploying a DevOps testing strategy for their organization, as test engineering is the backbone of DevOps and the primary key for successful DevOps pipeline to support digital transformation.

This course prepares you for the Continuous Testing Foundation(CTF)™ certification.

05/10 · 05/12/21 **OLL** 6:00 PM - 2:00 AM TLN

DevOps Foundation / 1190 / Days: 2

The DevOps Foundation® course provides a baseline understanding of key DevOps terminology to ensure everyone is talking the same language and highlights the benefits of DevOps to support organizational success.

This course prepares you for the DevOps Foundation (DOFD)® certification.

05/24 · 05/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/14/21 **OLL** 4:00 PM - 12:00 AM TLN

DevOps Leader / 1190 / Days: 2

The DevOps Leader course is a unique and practical experience for participants who want to take a transformational leadership approach and make an impact within their organization by implementing DevOps. Leading people through a cultural transformation requires new skills, innovative thinking, and transformational leadership. Leaders up, down and across the IT organization must align and collaborate to break down silos and evolve the organization.

The course highlights the human dynamics of cultural change and equips participants with practices, methods, and tools to engage people across the DevOps spectrum through the use of real-life scenarios and case studies. Upon completion of the course, participants will have tangible takeaways to leverage when back in the office such as understanding Value Stream Mapping.

This course prepares you for the DevOps Leader (DOL)® certification.

07/14 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

DevSecOps Foundation / 1190 / Days: 2

In this course, students will gain a solid understanding of the leadership requirements for successful DevOps adoption at both the tactical and strategic levels for those who help design, influence, implement and motivate the cultural transformation.

This course prepares you for the DevSecOps Foundation (DSOF) certification.

06/21 · 06/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

Site Reliability Engineering (SRE) Foundation / 1495 / Days: 2

The SRE (Site Reliability Engineering) Foundation course is an introduction to the principles & practices that enable an organization to reliably and economically scale critical services. Introducing a site-reliability dimension requires organizational re-alignment, a new focus on engineering & automation, and the adoption of a range of new working paradigms. This course prepares you for the SRE Foundation (SREF) certification.

07/21 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Google Cloud

Google Analytics - Foundation / 275 / Days: 1

Although it is easy to start using Google Analytics, its robust and complex suite of tools will take time to master. In this course, you will create a Google Analytics account, create multiple web properties to monitor, and tag website pages with Google Analytics tracking code. You will then create multiple views for collecting and analyzing data, and create filters, goals, and funnels for your views. You will then use Google Analytics real-time reports and dashboards to perform quick analysis of your monitored websites. Finally, you will perform more in-depth analysis of website data by using Google Analytics reports.

06/08 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

HTML

HTML5 - Content Authoring Fundamentals / 395 / Days: 1

HTML5 is one of the most integral and evolving web technologies that enables a user to structure content and present it on the web. This course lays the foundation for mastering this popular web publishing technology.

06/08 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

HTML5 - Content Authoring with New and Advanced Features / 395 / Days: 1

This course focuses on the new and advanced features of HTML5, covering how to create HTML5 and CSS3 markup that will work well on the widest possible variety of web browsers, mobile devices, and machine readers, such as search engine web crawlers.

06/10 · 06/11/21 **OLL** 4:00 PM - 12:00 AM TLN

Information Security

Certified Information Privacy Professional (CIPP/E) / 1749 / Days: 2

The General Data Protection Regulation (GDPR) took effect in 2018. Are you in compliance? There's a lot to know, there's a lot at stake and there's a lot of opportunity for data protection professionals with the right training and education. Achieving a CIPP/E credential shows you have the comprehensive GDPR knowledge, perspective and understanding to ensure compliance and data protection success in Europe—and to take advantage of the career opportunity this sweeping legislation represents. The Certified Information Privacy Manager (CIPM) credential provides the practical day-to-day information to lead an organization's data protection programme. Adding the CIPM to your CIPP/E puts you at the forefront of ensuring you are ready for the GDPR.

05/31 · 06/01/21 **OLL** 10:00 AM - 6:00 PM TLN

Certified Information Privacy Professional (CIPP/E) + Certified Information Privacy Manager (CIPM) / 3899 / Days: 4

05/31 · 06/03/21 **OLL** 10:00 AM - 6:00 PM TLN

Certified Information Privacy Professional (CIPP/US) / 2595 / Days: 2

Principles of Privacy in the U.S. Private Sector covers U.S. privacy laws and regulations at federal and state levels, including breach notification and limits on various private sectors. You'll leave with an understanding of the legal requirements for the responsible handling and transfer of personal data within industry and workplaces, including government access to private-sector data. The training is based on the body of knowledge for the IAPP's ANSI-accredited Certified Information Privacy Professional/ U.S. (CIPP/US) certification program.

08/05 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Certified Information Security Manager® (CISM) / 1995 / Days: 3

This course is designed to help candidates prepare for sitting the ISACA CISM certification examination. By taking this course and obtaining CISM certification, your experience and skills in supporting the information security needs of your organization will be validated. Securing the organization's information is a critical business objective in today's business environment. The information that an organization depends on to be successful can be at risk from numerous sources. By effectively managing information security, you can address these risks and ensure the organization remains healthy and competitive in the marketplace.

07/14 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

Certified Information Systems Auditor (CISA) / 3475 / Days: 5

This course is designed to help candidates prepare for sitting the ISACA CISA certification examination. By taking this course and obtaining CISA certification, your experience and skills in auditing and securing the organization's information systems will be validated. Securing the organization's information is a critical business objective in today's business environment. The information that an organization depends on to be successful can be at risk from numerous sources. By effectively managing audit processes, controls, and other security aspects of the business, you will greatly contribute to the overall security of the organization.

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

Certified Information Systems Security Professional (CISSP) / (CALL) / Days: 5

In this course, students will expand upon their knowledge by addressing the essential elements of the 8 domains that comprise a Common Body of Knowledge (CBK)® for information systems security professionals.

06/21 · 06/25/21 **OLL** 10:00 AM - 6:00 PM TLN

Certified Information Systems Security Professional (CISSP): Sixth Edition (v1.0) / 2995 / Days: 5

Welcome to Certified Information Systems Security Professional (CISSP®): Sixth Edition. With your completion of the prerequisites and necessary years of experience, you are firmly grounded in the knowledge requirements of today's security professional. This course will expand upon your knowledge by addressing the essential elements of the eight domains that comprise a Common Body of Knowledge (CBK®) for information systems security professionals. The course offers a job-related approach to the security process, while providing a framework to prepare for CISSP certification. CISSP is the premier certification for today's information systems security professional. It remains the premier certification because the sponsoring organization, the International Information Systems Security Certification Consortium, Inc. (ISC)² ®, regularly updates the test by using subject matter experts (SMEs) to make sure the material and the questions are relevant in today's security environment. By defining eight security domains that comprise a CBK, industry standards for the information systems security professional have been established. The skills and knowledge you gain in this course will help you master the eight CISSP domains and ensure your credibility and success within the information systems security field.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

<p>CertNexus Artificial Intelligence for Business Professionals (AIBIZ) / 249 / Days: 1</p> <p><p>AIBIZ provides managers, business leaders, project managers and other decision makers a streamlined course and associated credential to drive informed business decisions for their AI strategy. AIBIZ candidates will learn AI concepts, approaches to machine learning and deep learning, fundamentals of AI implementations, and the impact of AI including business use cases.</p> <p><p>Course includes an exam voucher for the AIBIZ exam (exam AIZ-110).</p></p> <p>07/26 · 07/26/21 OLL 4:00 PM - 7:30 PM TLN</p>	<p>CertNexus CyberSAFE Extended Edition 2019 (CBS-310) / 249 / Days: .5</p> <p><div>Regardless of your computer experience, this class will help you become more aware of technology - related risks and what you can do to protect yourself and your organization from them. This course will help you to:
 Understand security compliance needs and requirements
 Recognize and avoid phishing and other social engineering
 Recognize and avoid viruses, ransomware, and other malware
 Help ensure data security on computers, mobile devices, networks, the Internet, and in the cloud</div></p> <p><div>In this course, you will use discussions, case studies, and the experiences of your instructor and fellow students to explore the hazards and pitfalls of technology and learn how to use that technology safely and securely.</div></p> <p><div>&nbsp;</div></p> <p><div>Course includes an exam voucher for the CyberSAFE exam (exam CBS-310).</div></p> <p>07/23 · 07/23/21 OLL 4:00 PM - 7:30 PM TLN</p>	<p>EC-Council Certified Chief Information Security Officer (C CISO) / 2796 / Days: 4</p> <p>In this course, students will learn in-depth content in each of the 5 CCISO Domains</p> <p>06/07 · 06/11/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/12 · 07/15/21 OLL 10:00 AM - 6:00 PM TLN</p> <p>EC-Council Certified Ethical Hacker (CEH) v.11 / 2495 / Days: 5</p> <p>The Certified Ethical Hacker (CEH) credential is the most trusted ethical hacking certification and accomplishment recommended by employers globally. It is the most desired information security certification and represents one of the fastest-growing cyber credentials required by critical infrastructure and essential service providers. Since the introduction of CEH in 2003, it is recognized as a standard within the information security community. CEH v11 continues to introduce the latest hacking techniques and the most advanced hacking tools and exploits used by hackers and information security professionals today. The Five Phases of Ethical Hacking and the original core mission of CEH remain valid and relevant today: &ldquo;To beat a hacker, you need to think like a hacker.</p> <p>05/24 · 05/29/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/21 · 06/25/21 OLL 10:00 AM - 6:00 PM TLN</p> <p>06/28 · 07/03/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>08/02 · 08/07/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>CertNexus Certified Cyber Secure Coder (CSC-210) / 1490 / Days: 3</p> <p>The stakes for software security are very high, and yet many development teams deal with software security only after the code has been developed and the software is being prepared for delivery. As with any aspect of software quality, to ensure successful implementation, security and privacy issues should be managed throughout the entire software development lifecycle.</p> <p>This course presents an approach for dealing with security and privacy throughout the entire software development lifecycle. You will learn about vulnerabilities that undermine security, and how to identify and remediate them in your own projects. You will learn general strategies for dealing with security defects and misconfiguration, how to design software to deal with the human element in security, and how to incorporate security into all phases of development.</p> <p>07/19 · 07/22/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>CertNexus Incident Response for Business Professionals (IRBIZ) / 495 / Days: 1</p> <p>This course covers incident response methods and procedures are taught in alignment with industry frameworks such as US-CERT&rsquo;s NCISP (National Cyber Incident Response Plan), and Presidential Policy Directive (PPD) 41 on Cyber Incident Coordination Policy. It is ideal for candidates who have been tasked with managing compliance with state legislation and other regulatory requirements regarding incident response, and for executing standardized responses to such incidents. The course introduces procedures and resources to comply with legislative requirements regarding incident response. This course is designed to assist students in preparing for the CertNexus Incident Responder Credential (CIR-110). What you learn and practice in this course can be a significant part of your preparation.</p> <p>08/06 · 08/06/21 OLL 6:00 PM - 9:30 PM TLN</p>	<p>EC-Council Certified Network Defender (C ND) v.2 / 3495 / Days: 5</p> <p>Certified Network Defender (CND) is a vendor-neutral, hands-on, instructor-led comprehensive network security certification training program. It is a skills-based, lab intensive program based on the security education framework and work role task analysis presented by the National Infocomm Competency Framework (NICF) as well as a job-task analysis and cybersecurity education framework by the National Initiative of Cybersecurity Education (NICE). The course has also been mapped to global job roles and to the Department of Defense (DoD) job roles for system/network administrators.</p> <p>The program prepares network administrators how to identify what parts of an organization need to be reviewed and tested for security vulnerabilities and how to reduce, prevent, and mitigate risks in the network. CND covers the protect, detect, respond and predict approach to network security.</p> <p>05/17 · 05/22/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/26 · 07/31/21 OLL 6:00 PM - 2:00 AM TLN</p>
<p>CertNexus Certified Internet of Things Practitioner (CloTP) / 1790 / Days: 3</p> <p><div>In this course, you will learn general strategies for planning, designing, developing, implementing, and maintaining an IoT system through various case studies and by assembling and configuring an IoT device to work in a sensor network. You will create an IoT device based on an ESP8266 microcontroller, implementing various common IoT features, such as analog and digital sensors, a web-based interface, MQTT messaging, and data encryption.</div></p> <p><div>&nbsp;</div></p> <p><div>Course includes an exam voucher for the Certified Internet of Things Practitioner (CloTP) exam (exam ITP-110).</div></p> <p>07/14 · 07/17/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>CertNexus Internet of Things for Business Professionals (IoTBIZ) / 249 / Days: 1</p> <p><div>The Internet of Things (IoT) allows organization to collect an extraordinary volume of data and new analysis tools can enable you to use this data to make well-informed decisions to be made quickly.
 But before you can successfully plan and implement an IoT solution, you must understand the various factors that will drive your decisions. Putting IoT systems into place can be a complicated proposition with unique considerations distinctly different from traditional IT solutions.
 This course will familiarize you with IoT components, understand the challenges that you may face, and make design decisions about your IoT projects.</div></p> <p><div>&nbsp;</div></p> <p><div>Course includes an exam voucher for the IoTBIZ exam (exam IOZ-110).</div></p> <p>07/26 · 07/27/21 OLL 8:30 PM - 12:00 AM TLN</p>	<p>EC-Council Certified Computer Hacking Forensics Investigator (CHFI) v9.0 / 3495 / Days: 5</p> <p>This course will provide participants the necessary skills to identify an intruders footprints and to properly gather the necessary evidence to prosecute in the court of law.</p> <p>06/07 · 06/12/21 OLL 6:00 PM - 2:00 AM TLN</p>

Course Schedule

IT Management

IT Management and Leadership Professional (ITMLP®) Certification / 1995 / Days: 3

The IT Management & Leadership Professional Bootcamp (ITMLP®) is the first step for full IT Executive Certification (ITMLE®). This Bootcamp covers IT topics vital to success for new/would-be IT managers.

06/08 · 06/11/21 **OLL** 4:00 PM - 12:00 AM TLN

07/20 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

ITIL

ITIL® 4 Foundation / 990 / Days: 2

ITIL® is the world's leading best practice framework for implementing IT Service Management. ITIL version 4 introduces IT Service Management through the lens of a Service Value System (SVS), which provides a holistic end-to-end view of how to successfully contribute to business value, and also how to leverage concepts from models such as Lean IT, Agile, DevOps and Organizational Change Management. This foundational course immerses you in the guiding principles, dimensions, and practices of ITIL® 4. New Horizons is committed to your success beyond the classroom. Your enrollment in this class includes an ITIL 4 certification exam voucher and the official AXELOS ITIL Foundation Guidance e-book. The e-book reinforces what you learned in class and can serve as a reference guide for you and your organization as you begin your ITIL 4 adoption. The ITIL 4 Foundation certification is required before you can get any of the Managing Professional or Strategic Leader certifications. Extra resources with this class also include Sample Papers with Practice Exam questions and a Study Guide.

05/13 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

05/20 · 05/21/21 **OLL** 10:00 AM - 6:00 PM TLN

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/17 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

07/01 · 07/02/21 **OLL** 10:00 AM - 6:00 PM TLN

07/01 · 07/03/21 **OLL** 4:00 PM - 12:00 AM TLN

07/08 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

07/20 · 07/22/21 **OLL** 4:00 PM - 12:00 AM TLN

ITIL® 4 Foundation / (CALL) / Days: 3

ITIL® is the world's leading best practice framework for implementing IT Service Management. ITIL version 4 introduces IT Service Management through the lens of a Service Value System (SVS), which provides a holistic end-to-end view of how to successfully contribute to business value, and also how to leverage concepts from models such as Lean IT, Agile, DevOps and Organizational Change Management. This foundational course immerses you in the guiding principles, dimensions, and practices of ITIL® 4. New Horizons is committed to your success beyond the classroom. Your enrollment in this class includes free access to an ITIL 4 Foundation Certification Examination voucher to be redeemed when you are ready to take the challenging examination. Also included is free access to the official AXELOS ITIL Foundation Guidance e-book to both help you reinforce what you learned in class as you prepare to take the certification examination, and as a reference guide for you and your organization as you begin your ITIL 4 adoption.

06/21 · 06/23/21 **OLL** 11:30 AM - 3:00 PM TLN

ITIL® 4 Managing Professional Transition (MPT) / 3975 / Days: 5

The ITIL 4 Managing Professional Transition module is designed to allow ITIL Experts or ITIL v3 candidates who have already invested to easily transition across to ITIL 4. They can gain the designation of ITIL 4 Managing Professional via one course and one exam. The associated certification exam voucher is included with this course.

06/28 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

ITIL® 4 Specialist Create, Deliver and Support (CDS) / 2385 / Days: 3

This course begins your journey toward the ITIL Managing Professional designation. You will acquire insight that will allow you to integrate different value streams and activities to create, deliver and support IT-enabled products and services. Armed with this knowledge and skill set, you will be confident in running those IT-enabled services, teams and workflows successfully. The associated certification exam voucher is included with this course.

06/14 · 06/17/21 **OLL** 4:00 PM - 12:00 AM TLN

ITIL® 4 Specialist Drive Stakeholder Value (DSV) / 2385 / Days: 3

This course covers key topics such as SLA design, multi-supplier management, communication, relationship management, CX and UX design, customer journey mapping, and more. It will provide candidates with the tools to increase stakeholder satisfaction which is integral to business success in the current competitive landscape. The associated certification exam voucher is included with this course.

06/07 · 06/10/21 **OLL** 4:00 PM - 12:00 AM TLN

ITIL® 4 Specialist High Velocity IT (HVIT) / 2385 / Days: 3

ITIL 4 is a framework for quality IT service management (ITSM) through proven best practice, providing practical and flexible guidance to support your organization on its journey to digital transformation while empowering your IT teams to continue to play a crucial role in the wider business strategy. This course highlights the ways in which digital organizations and digital operating models function in high-velocity environments, including the use of working practices such as Agile and Lean, and technical practices and technologies such as Cloud, Automation, and Automatic Testing. If you are interested in this next step on the ITIL journey, please note that you must hold the ITIL 4 Foundation certification. The associated certification exam voucher is included with this course.

06/02 · 06/05/21 **OLL** 6:00 PM - 2:00 AM TLN

ITIL® 4 Strategic Leader Digital and IT Strategy (DITS) / 2385 / Days: 3

This course takes you on a digital strategy journey. Its iterative, eight-step model moves from “vision” through to “actions” and is about creating sustainable, digital momentum. You experience the four key capabilities to develop a holistic, digital capability framework: digital leadership, managing innovation and emerging technologies, risk management and structuring a digital enterprise. This course is aimed at people in senior roles including CIOs, chief digital officers and other aspiring CxOs, as well as consultants and others involved in digital transformations, service delivery and strategic delivery.

05/19 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

ITIL® 4 Strategist Direct Plan and Improve (DPI) / 2385 / Days: 3

This unique and central course covers requirements in both the ITIL Managing Professional and ITIL Strategic Leader designations. As such, this course is a must-have in any ITIL 4 professional development plan. You will gain the practical skills needed to establish a “learning and improving” IT organization that possess a strong and targeted strategic direction. The associated certification exam voucher is included with this course.

07/06 · 07/09/21 **OLL** 4:00 PM - 12:00 AM TLN

Leadership and Professional Development

Accomplishing the Results You Want / 1490 / Days: 3

In this course, students will learn how to strengthen your leadership voice and foster employee buy-in to exceed expectations and achieve the most positive outcome.

07/19 · 07/22/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

<p>Becoming a Transformational Leader / 990 / Days: 2</p> <p>This course will help students develop authentic leadership qualities that motivate and drive others to reach their full potential, and become the transformational leaders of the future.</p> <p>06/24 · 06/26/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Expanding Your Emotional Intelligence / 1490 / Days: 3</p> <p>Incorporating powerful tools and classroom activities, students will practice and hone their skills, mastering the strategies learned to effectively communicate, connect with, and support others through healthy and productive interactions.</p> <p>07/19 · 07/22/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Navigating The Modern Workforce - Diversity, Culture, Generations / 1500 / Days: 2</p> <p>In this course, students will learn how to capitalize on the strengths of your diverse team while directing and guiding them to even greater achievements.</p> <p>07/29 · 07/31/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Building Successful Work Relationships / 1490 / Days: 3</p> <p>In this course, students will learn how to build co-operative trust-based relationships that enable them to work productively with other professionals, clearly communicating and respectfully harnessing their distinctive contributions.</p> <p>07/07 · 07/10/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>08/02 · 08/05/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Extending Your Sphere of Influence / 1500 / Days: 2</p> <p>In this course, you will learn to become proficient in the art of persuasion, selecting and utilizing appropriate styles and strategies to have the most influential effect, as well as understanding how to protect yourself from being manipulated by others.</p> <p>06/08 · 06/10/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Prioritizing Your Time Effectively / 1500 / Days: 2</p> <p>In this course, students will learn to improve their focus, prioritize tasks, identify and avoid obstacles to staying on track, and develop strategies to get the most out of their time.</p> <p>05/26 · 05/28/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/15 · 07/17/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Business Acumen For Leaders / 990 / Days: 2</p> <p>Students will learn to understand the mechanics of the organization – reading and interpreting financials, making sound business decisions, and setting a course – while also developing the skills to guide and direct your workforce.</p> <p>07/22 · 07/24/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Leadership Excellence for Senior Management / 2250 / Days: 3</p> <p>To maximize performance and foster a healthy environment, senior managers must also motivate others, nurturing and utilizing the distinctive skills of each team member.</p> <p>07/07 · 07/10/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Providing Outstanding Customer Service / 990 / Days: 2</p> <p>This course offers practical tools and techniques to win clients, create loyal advocates for your business, and deliver excellent customer service.</p> <p>06/03 · 06/04/21 OLL 10:00 AM - 6:00 PM TLN</p> <p>08/05 · 08/07/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Communicating Across Your Organization / 1490 / Days: 3</p> <p>In this course, students will learn to build trust and commitment, motivating others through respectful and authentic interactions.</p> <p>06/21 · 06/24/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>07/26 · 07/29/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Leading Change in a Complex World / 1500 / Days: 2</p> <p>Change is both inevitable and necessary, yet potentially disruptive. Leading change efforts requires building credibility, communicating effectively, developing trust, making decisions, and demonstrating confidence. This course will help you to cultivate the leadership skills that you need to influence others and guide them through times of change.</p> <p>07/12 · 07/14/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Strategic Negotiation Skills / 990 / Days: 2</p> <p>Students will learn the essential strategies and techniques needed to guide negotiations from opening discussions through to a positive result. Students will leave with practical solutions to negotiating effectively.</p> <p>05/17 · 05/19/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Developing Successful Interpersonal Skills / 1490 / Days: 3</p> <p>This course will prepare students for the collaborative situations inherent in every facet of business, whether working with colleagues, partners, vendors, or clients.</p> <p>06/02 · 06/05/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Managing Remote and Virtual Teams / 990 / Days: 2</p> <p>Managing remote teams is now a common occurrence. Working virtually offers unique advantages and challenges. But how do you best leverage these benefits while overcoming impediments? This course will teach you to adjust your management style to successfully improve communication, foster connections, increase productivity, and develop highly successful remote and virtual teams.</p> <p>05/27 · 05/28/21 OLL 10:00 AM - 6:00 PM TLN</p>	<p>Thinking with Critical Insight / 990 / Days: 2</p> <p>Students will learn to explore challenges, defy incorrect assumptions, and look at things with new and differing perspectives, incorporating these insights into your thought processes, and enabling them to find solutions to even the most difficult tasks.</p> <p>06/10 · 06/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/29 · 07/31/21 OLL 6:00 PM - 2:00 AM TLN</p>
<p>Effective Leadership through Coaching / 1490 / Days: 3</p> <p>The most successful leaders recognize that their success depends upon the success of those they lead. Enabling others to grow and fulfil their potential by coaching them to discover and apply their talents and strengths is a core competency of leadership</p> <p>07/07 · 07/10/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>Mastering Positive Assertiveness / 990 / Days: 2</p> <p>In this course, students will discover the best techniques to be properly assertive, and what are the ideal approaches in differing situations.</p> <p>05/13 · 05/15/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/24 · 06/26/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Transitioning into Leadership for an IT Manager / 1890 / Days: 3</p> <p>From developing an inspiring vision and empowering members to reach it. To meeting deadlines and evaluating results. This course you will teach students the skills and behaviors needed to successfully transition into an IT manager role.</p> <p>06/16 · 06/19/21 OLL 6:00 PM - 2:00 AM TLN</p>
<p>Evolving into the Manager Role / 1490 / Days: 3</p> <p>In this course, students will learn how to confidently acquire and build these skills through relevant discussions, team and individual activities.</p> <p>06/23 · 06/25/21 OLL 10:00 AM - 6:00 PM TLN</p>		<p>Writing for the Business Professional / 275 / Days: 2</p> <p>In this course, you will learn the essential skills needed to organize your thoughts and select the best words and phrases to clearly convey them in writing.</p> <p>06/24 · 06/26/21 OLL 4:00 PM - 12:00 AM TLN</p>

Course Schedule

Microsoft 365

10997 Office 365 Administration and Troubleshooting / 890 / Days: 3

This course teaches you the skills you need to in administer, configure, troubleshoot, and operate Office 365 services, including its identities, dependencies, requirements, and supporting technologies. You will develop the skills required to administer and troubleshoot Office 365 tenant and key services of Office 365, such as Exchange Online, SharePoint Online and Skype for Business and Teams. You will also be introduced to security and compliance features of Office 365.

05/17	05/20/21	OLL	4:00 PM - 12:00 AM	TLN
06/15	06/18/21	OLL	6:00 PM - 2:00 AM	TLN
07/07	07/10/21	OLL	4:00 PM - 12:00 AM	TLN
08/04	08/07/21	OLL	4:00 PM - 12:00 AM	TLN

MS-203T00 Microsoft 365 Messaging / 2975 / Days: 5

This course examines the key elements of Microsoft 365 messaging administration, including message transport and mail flow, messaging security, hygiene, and compliance, messaging infrastructure, and hybrid messaging. This course is designed for IT Professionals who deploy and manage the messaging infrastructure for Microsoft 365 in their organization.

05/24	05/29/21	OLL	4:00 PM - 12:00 AM	TLN
06/28	07/03/21	OLL	4:00 PM - 12:00 AM	TLN
07/12	07/17/21	OLL	4:00 PM - 12:00 AM	TLN

MS-500T00 Microsoft 365 Security Administrator / 2380 / Days: 4

In this course you will learn how to secure user access to your organization's resources. The course covers user password protection, multi-factor authentication, how to enable Azure Identity Protection, how to setup and use Azure AD Connect, and introduces you to conditional access in Microsoft 365. You will learn about threat protection technologies that help protect your Microsoft 365 environment. Specifically, you will learn about threat vectors and Microsoft's security solutions to mitigate threats. You will learn about Secure Score, Exchange Online protection, Azure Advanced Threat Protection, Windows Defender Advanced Threat Protection, and threat management. In the course you will learn about information protection technologies that help secure your Microsoft 365 environment. The course discusses information rights managed content, message encryption, as well as labels, policies and rules that support data loss prevention and information protection. Lastly, you will learn about archiving and retention in Microsoft 365 as well as data governance and how to conduct content searches and investigations. This course covers data retention policies and tags, in-place records management for SharePoint, email retention, and how to conduct content searches that support eDiscovery investigations.

05/17	05/21/21	OLL	6:00 PM - 2:00 AM	TLN
06/01	06/05/21	OLL	4:00 PM - 12:00 AM	TLN
06/14	06/18/21	OLL	4:00 PM - 12:00 AM	TLN

MS-500T00 Microsoft 365 Security Administrator / 2380 / Days: 4

In this course you will learn how to secure user access to your organization's resources. The course covers user password protection, multi-factor authentication, how to enable Azure Identity Protection, how to setup and use Azure AD Connect, and introduces you to conditional access in Microsoft 365. You will learn about threat protection technologies that help protect your Microsoft 365 environment. Specifically, you will learn about threat vectors and Microsoft's security solutions to mitigate threats. You will learn about Secure Score, Exchange Online protection, Azure Advanced Threat Protection, Windows Defender Advanced Threat Protection, and threat management. In the course you will learn about information protection technologies that help secure your Microsoft 365 environment. The course discusses information rights managed content, message encryption, as well as labels, policies and rules that support data loss prevention and information protection. Lastly, you will learn about archiving and retention in Microsoft 365 as well as data governance and how to conduct content searches and investigations. This course covers data retention policies and tags, in-place records management for SharePoint, email retention, and how to conduct content searches that support eDiscovery investigations.

06/21	06/25/21	OLL	4:00 PM - 12:00 AM	TLN
06/28	07/02/21	OLL	4:00 PM - 12:00 AM	TLN
07/12	07/16/21	OLL	4:00 PM - 12:00 AM	TLN
07/19	07/23/21	OLL	4:00 PM - 12:00 AM	TLN
07/26	07/30/21	OLL	4:00 PM - 12:00 AM	TLN
08/02	08/06/21	OLL	4:00 PM - 12:00 AM	TLN

MS-600T00 Building Applications and Solutions with Microsoft 365 Core Services / 2975 / Days: 5

This course covers five central elements of Microsoft 365 platform – implementing Microsoft Identity, working with Microsoft Graph, extending and customizing SharePoint, extending Teams, and extending Office. In this course, students will learn how to implement Microsoft Identity and work with Microsoft Graph. Students will also gain the knowledge on UI elements (including Adaptive Cards and UI Fabric), Integration Points (including Microsoft Teams, Office Add-ins, SharePoint Framework, Actionable Messages), and determining workload platform targets. In implementing Microsoft Identity, students will learn to implement Microsoft identity including registering an application, implanting authentication, configuring permissions to consume an API, and creating a service to access Microsoft Graph. In working with Microsoft Graph, students will learn how to access user data, explore query parameters, manage a group lifecycle, access files, and optimize network traffic using Microsoft Graph. In extending and customizing SharePoint, students will learn about SharePoint Framework web parts, extensions, and how to package and deploy a SPFx solution. In extending Teams, students will look at the components of a Teams App, work with webhooks, tabs, and conversational bots. In extending Office, students work with Office Add-ins, task pane add-ins, JavaScript APIs, Office UI Fabric, and actionable messages with adaptive cards.

05/24	05/29/21	OLL	6:00 PM - 2:00 AM	TLN
07/26	07/31/21	OLL	4:00 PM - 12:00 AM	TLN

MS-900T01 Microsoft 365 Fundamentals / 249 / Days: 1

This course provides foundational knowledge on the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud service offerings. You will begin by learning about cloud fundamentals, including an overview of cloud computing and specifically Microsoft cloud services. You will be introduced to Microsoft Azure, and you will examine the differences between Microsoft 365 and Office 365. You will then perform an in-depth review of Microsoft 365, including a comparison of Microsoft on-premises services versus Microsoft 365 cloud services, a review of enterprise mobility in Microsoft 365, and an analysis of how Microsoft 365 services provide collaboration. The course then analyzes how security, compliance, privacy, and trust are handled in Microsoft 365, and it concludes with a review of Microsoft 365 subscriptions, licenses, billing, and support.

05/25	05/26/21	OLL	4:00 PM - 12:00 AM	TLN
06/04	06/05/21	OLL	4:00 PM - 12:00 AM	TLN
06/18	06/18/21	OLL	11:30 AM - 7:00 PM	TLN
07/28	07/29/21	OLL	6:00 PM - 2:00 AM	TLN

Course Schedule

SC-200T00 Microsoft Security Operations Analyst / 2380 / Days: 4

<p>Learn how to investigate, respond to, and hunt for threats using Microsoft Azure Sentinel, Azure Defender, and Microsoft 365 Defender. In this course you will learn how to mitigate cyberthreats using these technologies. Specifically, you will configure and use Azure Sentinel as well as utilize Kusto Query Language (KQL) to perform detection, analysis, and reporting. The course was designed for people who work in a Security Operations job role and helps learners prepare for the exam SC-200: Microsoft Security Operations Analyst.</p>

07/19 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

SC-900T00 Microsoft Security, Compliance, and Identity / 595 / Days: 1

This course provides foundational level knowledge on security, compliance, and identity concepts and related cloud-based Microsoft solutions

05/21 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

07/07 · 07/08/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Access

Access 2016 - Part 1 / 490 / Days: 2

In this course, students will use Access 2016 to manage their data, including creating a new database; constructing tables; designing forms and reports; and creating queries to join, filter, and sort data.

05/25 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/04/21 **OLL** 4:00 PM - 12:00 AM TLN

Access 2016 - Part 2 / 490 / Days: 2

You've covered many of the basic functions of Microsoft® Office Access® 2016, and now you're ready to learn advanced Access features such as database management, advanced form design, packaging a database, encrypting a database, preparing a database for multi-user access, and more. Knowledge of these features separate database professionals from the casual database users or occasional designers.

05/13 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

06/24 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

Access 2019 - Part 1 / 490 / Days: 2

Data is everywhere. Most job roles today involve some form of data management. Virtually everyone is affected in some way by the need to manage data. A relational database application such as Microsoft® Office Access® can help you and your organization with this task.

06/16 · 06/18/21 **OLL** 4:00 PM - 12:00 AM TLN

07/27 · 07/29/21 **OLL** 4:00 PM - 12:00 AM TLN

Access 2019 - Part 2 / 490 / Days: 2

Your training and experience using Microsoft®; Office Access®; has given you basic database management skills, such as creating tables, designing forms and reports, and building queries. In this course, you will expand your knowledge of relational database design; promote quality input from users; improve database efficiency and promote data integrity; and implement advanced features in tables, queries, forms, and reports. Extending your knowledge of Access will result in a robust, functional database for your users.

06/03 · 06/05/21 **OLL** 6:00 PM - 2:00 AM TLN

07/01 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

08/05 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Access for Office 365 (Desktop or Online) - Part 1 / 490 / Days: 2

In this introductory course, you will discover the capabilities of Microsoft®; Access®, a relational database application that can help you and your organization manage your complex data.

06/14 · 06/16/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/28/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Access for Office 365 (Desktop or Online) - Part 2 / 490 / Days: 2

In this course, you will expand your knowledge of relational database design; promote quality input from users; improve database efficiency and promote data integrity; and implement advanced features in tables, queries, forms, and reports. Extending your knowledge of Access will result in a robust, functional database for your users.

This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Access Expert (Office 365 and Office 2019): Exam MO-500 certification.

06/23 · 06/25/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Azure

AI-900T00 - Microsoft Azure AI Fundamentals / 595 / Days: 1

This course introduces fundamentals concepts related to artificial intelligence (AI), and the services in Microsoft Azure that can be used to create AI solutions. The course is not designed to teach students to become professional data scientists or software developers, but rather to build awareness of common AI workloads and the ability to identify Azure services to support them. The course is designed as a blended learning experience that combines instructor-led training with online materials on the Microsoft Learn platform (<https://azure.com/learn>). The hands-on exercises in the course are based on Learn modules, and students are encouraged to use the content on Learn as reference materials to reinforce what they learn in the class and to explore topics in more depth.

05/21 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

07/09 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-010T00 Azure Administration for AWS SysOps / 1190 / Days: 2

This two-day course is designed for AWS Sysops administrators interested in learning how Azure is administered. In this workshop which combines lecture with hands-on practical exercises and discussion/review, you will be introduced to Azure Administration, Azure Networking, Azure Compute, Azure Storage, and Azure Governance. During the workshop, you will apply this knowledge - building end-to-end architecture that demonstrates the main features discussed.

07/12 · 07/14/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-104T00 - Microsoft Azure Administrator / 1190 / Days: 4

This course teaches IT Professionals how to manage their Azure subscriptions, secure identities, administer the infrastructure, configure virtual networking, connect Azure and on-premises sites, manage network traffic, implement storage solutions, create and scale virtual machines, implement web apps and containers, back up and share data, and monitor your solution.

05/11 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

05/17 · 05/20/21 **OLL** 8:30 AM - 4:30 PM TLN

05/24 · 05/28/21 **OLL** 4:00 PM - 12:00 AM TLN

05/31 · 06/04/21 **OLL** 11:30 AM - 7:00 PM TLN

06/01 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/11/21 **OLL** 6:00 PM - 2:00 AM TLN

06/14 · 06/18/21 **OLL** 4:00 PM - 12:00 AM TLN

06/22 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/06 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/16/21 **OLL** 6:00 PM - 2:00 AM TLN

07/27 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/06/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-104T00 - Microsoft Azure Administrator (Alternative Schedule Offering) / 2380 / Days: 6

<p>This course is delivered in an alternative schedule model of shorter class sessions over a longer period of time. This course teaches IT Professionals how to manage their Azure subscriptions, secure identities, administer the infrastructure, configure virtual networking, connect Azure and on-premises sites, manage network traffic, implement storage solutions, create and scale virtual machines, implement web apps and containers, back up and share data, and monitor your solution.</p>

07/19 · 07/28/21 **OLL** 9:30 PM - 2:00 AM TLN

Course Schedule

AZ-140T00 Configuring and Operating Windows Virtual Desktop on Microsoft Azure / 2380 / Days: 4

This course teaches Azure administrators how to plan, deliver, and manage virtual desktop experiences and remote apps, for any device, on Azure. Students will learn through a mix of demonstrations and hands-on lab experiences deploying virtual desktop experiences and apps on Windows Virtual Desktop and optimizing them to run in multi-session virtual environments.

06/15 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-204T00: Developing Solutions for Microsoft Azure / 1490 / Days: 5

This course teaches developers how to create end-to-end solutions in Microsoft Azure. Students will learn how to implement Azure compute solutions, create Azure Functions, implement and manage web apps, develop solutions utilizing Azure storage, implement authentication and authorization, and secure their solutions by using KeyVault and Managed Identities. Students will also learn how to connect to and consume Azure services and third-party services, and include event- and message-based models in their solutions. The course also covers monitoring, troubleshooting, and optimizing Azure solutions.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/28/21 **OLL** 8:30 AM - 4:30 PM TLN

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

06/21 · 06/25/21 **OLL** 11:30 AM - 7:00 PM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-220T00 Microsoft Azure IoT Developer / 1190 / Days: 4

This course empowers you with the knowledge and skills required to successfully create and maintain the cloud and edge portions of an Azure IoT solution. You will learn the core Azure IoT services, such as IoT Hub, Device Provisioning Services, Azure Stream Analytics, Time Series Insights, and much more. With a focus on Azure PaaS services, this course expands into IoT Edge, device management, monitoring and troubleshooting, security concerns, and Azure IoT Central.

06/28 · 07/02/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-400T00 Designing and Implementing Microsoft DevOps Solutions / 1490 / Days: 5

This course provides the knowledge and skills to design and implement DevOps processes and practices. Students will learn how to plan for DevOps, use source control, scale Git for an enterprise, consolidate artifacts, design a dependency management strategy, manage secrets, implement continuous integration, implement a container build strategy, design a release strategy, set up a release management workflow, implement a deployment pattern, and optimize feedback mechanisms.

05/24 · 05/28/21 **OLL** 8:30 AM - 4:30 PM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

AZ-500T00 Microsoft Azure Security Technologies / 1190 / Days: 4

In this course students will gain the knowledge and skills needed to implement security controls, maintain the security posture, and identify and remediate vulnerabilities by using a variety of security tools. The course covers scripting and automation, virtualization, and cloud N-tier architecture.

05/24 · 05/28/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/11/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/25/21 **OLL** 11:30 AM - 7:00 PM TLN

06/21 · 06/25/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/02/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/30/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-600T00 Configuring and Operating a Hybrid Cloud with Microsoft Azure Stack Hub / 2380 / Days: 4

This course teaches Azure administrators and Azure Stack Hub operators how to plan, deploy, package, update, and maintain the Azure Stack Hub infrastructure. Lessons include deploying Azure Stack Hub, managing the Azure Stack Hub Marketplace, offering App Services and Event Hub resource providers, managing Azure Stack Hub registration, and maintaining system health.

08/02 · 08/06/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-900T00 Microsoft Azure Fundamentals / 590 / Days: 2

This two-day course will provide foundational level knowledge on core Azure concepts; core Azure services; core solutions and management tools; general security and network security; governance, privacy, and compliance features; Azure cost management and service level agreements. Note: This course provides an Azure pass and time for students to participate in hands-on labs. If you do not need hands-on experience, consider the AZ-900T01: Microsoft Azure Fundamentals (1 day) course. The content for both courses align to the AZ-900 exam objective domain.

05/10 · 05/12/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/15/21 **OLL** 12:00 PM - 8:00 PM TLN

06/17 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

07/08 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

07/22 · 07/24/21 **OLL** 6:00 PM - 2:00 AM TLN

07/29 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-900T00 Microsoft Azure Fundamentals (Alternative Schedule Offering) / 1190 / Days: 4

This course is delivered in an alternative schedule model of shorter class sessions over a longer period of time. This two-day course will provide foundational level knowledge on core Azure concepts; core Azure services; core solutions and management tools; general security and network security; governance, privacy, and compliance features; Azure cost management and service level agreements. Note: This course provides an Azure pass and time for students to participate in hands-on labs. If you do not need hands-on experience, consider the AZ-900T01: Microsoft Azure Fundamentals (1 day) course. The content for both courses align to the AZ-900 exam objective domain.

07/12 · 07/15/21 **OLL** 4:00 PM - 8:30 PM TLN

07/12 · 07/16/21 **OLL** 9:30 PM - 2:00 AM TLN

AZ-900T01 Microsoft Azure Fundamentals / 390 / Days: 1

This one-day course will provide foundational level knowledge on Azure concepts; core Azure services; core solutions and management tools; general security and network security; governance, privacy, and compliance features; Azure cost management and service level agreements.

Note: This course does not provide an Azure pass or time for students to participate in hands-on labs. If you are interested in a more interactive hands-on lab experience, consider the AZ-900T00: Microsoft Azure Fundamentals (2 day) course, which includes trainer-directed hands-on labs. The content for both courses align to the AZ-900 exam objective domain.

05/21 · 05/21/21 **OLL** 11:30 AM - 7:00 PM TLN

DP-050T00 Migrate SQL workloads to Azure / 690 / Days: 2

In this course, the students will explore the objectives of data platform modernization and how it is suitable for given business requirements. They will also explore each stage of the data platform modernization process and define what tasks are involved at each stage, such as the assessment and planning phase. Students will also learn the available migration tools and how they are suitable for each stage of the data migration process. The student will learn how to migrate to the three target platforms for SQL based workloads; Azure Virtual Machines, Azure SQL Databases and Azure SQL Database Managed Instances. The student will learn the benefits and limitations of each target platform and how they can be used to fulfill both business and technical requirements for modern SQL workloads. The student will explore the changes that may need to be made to existing SQL based applications, so that they can make best use of modern data platforms in Azure.

06/14 · 06/16/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

DP-080T00 Querying Data with Microsoft Transact-SQL / 1190 / Days: 2

This course will teach the basics of Microsoft's dialect of the standard SQL language: Transact-SQL. Topics include both querying and modifying data in relational databases that are hosted in Microsoft SQL Server-based database systems, including: Microsoft SQL Server, Azure SQL Database and, Azure Synapse Analytics.

07/29 · 07/31/21 **OLL** 6:00 PM - 2:00 AM TLN

DP-100T01 Designing and Implementing a Data Science Solution on Azure / 890 / Days: 3

Gain the necessary knowledge about how to use Azure services to develop, train, and deploy, machine learning solutions. The course starts with an overview of Azure services that support data science. From there, it focuses on using Azure's premier data science service, Azure Machine Learning service, to automate the data science pipeline. This course is focused on Azure and does not teach the student how to do data science. It is assumed students already know that.

05/12 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

06/02 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/30 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

DP-200T01 Implementing an Azure Data Solution / 890 / Days: 3

In this course, students will implement various data platform technologies into solutions that are in line with business and technical requirements including on-premises, cloud, and hybrid data scenarios incorporating both relational and No-SQL data. They will also learn how to process data using a range of technologies and languages for both streaming and batch data.

Students will also explore how to implement data security including authentication, authorization, data policies and standards. They will also define and implement data solution monitoring for both the data storage and data processing activities. Finally, they will manage and troubleshoot Azure data solutions which includes the optimization and disaster recovery of big data, batch processing and streaming data solutions.

05/17 · 05/19/21 **OLL** 8:30 AM - 4:30 PM TLN

05/24 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/10/21 **OLL** 6:00 PM - 2:00 AM TLN

06/16 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

DP-201T01 - Designing an Azure Data Solution / 590 / Days: 2

In this course, students will design various data platform technologies into solutions that are in line with business and technical requirements. This can include on-premises, cloud, and hybrid data scenarios which incorporate relational, No-SQL or Data Warehouse data. Students will also learn how to design process architectures using a range of technologies for both streaming and batch data.

Students will also explore how to design data security including data access, data policies and standards. They will also design Azure data solutions which includes the optimization, availability and disaster recovery of big data, batch processing and streaming data solutions.

05/27 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/10 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

06/24 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

DP-300T00 - Administering Relational Databases on Microsoft Azure / 1190 / Days: 4

This course provides students with the knowledge and skills to administer a SQL Server database infrastructure for cloud, on-premises and hybrid relational databases and who work with the Microsoft PaaS relational database offerings. Additionally, it will be of use to individuals who develop applications that deliver content from SQL-based relational databases.

06/21 · 06/25/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

DP-900T00 Microsoft Azure Data Fundamentals / 595 / Days: 1

In this course, students will learn the fundamentals of database concepts in a cloud environment, get basic skilling in cloud data services, and build their foundational knowledge of cloud data services within Microsoft Azure. Students will identify and describe core data concepts such as relational, non-relational, big data, and analytics, and explore how this technology is implemented with Microsoft Azure. They will explore the roles, tasks, and responsibilities in the world of data. The students will explore relational data offerings, provisioning and deploying relational databases, and querying relational data through cloud data solutions with Microsoft Azure. They will explore non-relational data offerings, provisioning and deploying non-relational databases, and non-relational data stores with Microsoft Azure. Students will explore the processing options available for building data analytics solutions in Azure. They will explore Azure Synapse Analytics, Azure Databricks, and Azure HDInsight. Students will learn what Power BI is, including its building blocks and how they work together.

05/19 · 05/20/21 **OLL** 4:00 PM - 12:00 AM TLN

06/04 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/22/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/27/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Cloud and Big Data

Microsoft Power BI: Data Analysis Practitioner (Second Edition) / 790 / Days: 2

As technology progresses and becomes more interwoven with our businesses and lives, more data is collected about business and personal activities. This era of "big data" is a direct result of the popularity and growth of cloud computing, which provides an abundance of computational power and storage, allowing organizations of all sorts to capture and store data. Leveraging that data effectively can provide timely insights and competitive advantages.

Creating data-backed visualizations is key for data scientists, or any professional, to explore, analyze, and report insights and trends from data. Microsoft's Power BI; software is designed for this purpose. Power BI was built to connect to a wide range of data sources, and it enables users to quickly create visualizations of connected data to gain insights, show trends, and create reports. Power BI's data connection capabilities and visualization features go far beyond those that can be found in spreadsheets, enabling users to create compelling and interactive worksheets, dashboards, and stories that bring data to life and turn data into thoughtful action.

05/27 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

Power BI: Dashboard in a Day / 395 / Days: 1

Students will discover the full capabilities of Power BI in a one-day, hands on workshop.

06/07 · 06/08/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Dynamics

MB-210T01 Dynamics 365 for Customer Engagement for Sales / 350 / Days: 1

Microsoft Dynamics 365 for Sales is an end-to-end application to manage the handling of customers and potential customers; tracking data against sales goals, automating your best practices, learning from your data and more.

05/24 · 05/25/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/27/21 **OLL** 6:00 PM - 2:00 AM TLN

MB-220T00 Dynamics 365 for Marketing / 2780 / Days: 4

This course will review the marketing application configuration needed to drive business growth. It will also dive into lead management, marketing forms and pages, segmentation, and email marketing messages. All these pieces are tied together through interactive customer journey design, including event and survey configuration.

07/27 · 07/31/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

MB-230T01 Dynamics 365 for Customer Engagement for Customer Service / 350 / Days: 3

Microsoft Dynamics 365 for Customer Service offers any organization an opportunity for customer success. Using tools such as automatic case creation and queue management frees up time to dedicate where a greater impact can be made, directly with customers. Our team of globally recognized experts take students step by step, from creating cases, to interacting with customers, to resolving those cases. Once those cases are resolved, students will learn from data analysis the key details to help resolve similar cases faster or avoid new issues altogether.

06/01 · 06/04/21 **OLL** 4:00 PM - 12:00 AM TLN

MB-300T00 Microsoft Dynamics 365: Core Finance and Operations / 1390 / Days: 2

This course discusses:
Core common features of Dynamics 365 Finance
Core configuration in Dynamics 365 Finance
Data migration and preparing for go-live with Dynamics 365 Finance
Organizations use Dynamics 365 Finance to reduce operational costs and rapidly respond to changing business needs. This solution lets organizations achieve these goals. This course discusses core components and configuration of Microsoft Dynamics 365 Finance, and data migration and preparing for go-live.

07/06 · 07/08/21 **OLL** 4:00 PM - 12:00 AM TLN

MB-310T00 Dynamics 365 for Finance and Operations, Financials / 2780 / Days: 4

This course covers the financial aspects of Dynamics 365: configure and use essential financial components, accounts payable, accounts receivable, collections, budgeting, fixed assets, and additional functionality

07/19 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

MB-901T00 Microsoft Dynamics 365 Fundamentals / 790 / Days: 2

This course provides learners with a broad overview of Dynamics 365 applications. We will introduce you each of the applications, articulate their business value, and discuss and demo core functionality. We will cover Dynamics 365 security, reporting, and familiarize you with data and product integrations available.

05/17 · 05/19/21 **OLL** 6:00 PM - 2:00 AM TLN

PL-100T00 Microsoft Power Platform App Maker / 1785 / Days: 3

The App Maker builds solutions to simplify, automate, and transform tasks and processes for themselves and their team where they have deep expertise in the solution business domain. They have basic data modeling, user experience design, requirements analysis, and process analysis skills. The App Maker creates and enforces business processes, structures digital collection of information, improves efficiency of repeatable tasks, and automates business processes. The App Maker uses the Maker tools of Power Platform to solve business problems. They may use advanced features of Microsoft apps and third-party productivity tools. The App Maker is aware of the capabilities and limitations of available tools and understands how to apply them. The App Maker is self-directed, and solution focused. They may not have formal IT training but are comfortable using technology to solve business problems with a personal growth mindset. They understand the operational need and have a vision of the desired outcome. They approach problems with phased and iterative strategies.

05/17 · 05/20/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/05/21 **OLL** 6:00 PM - 2:00 AM TLN

PL-200T00 Microsoft Power Platform Functional Consultant / 2975 / Days: 5

Power Platform solutions course will help you learn how to simplify, automate, and empower business processes for organizations in the role of a Functional Consultant. A Power Platform Functional Consultant is responsible for performing discovery, capturing requirements, engaging subject matter experts and stakeholders, translating requirements, and configuring Power Platform solutions and apps. This course covers Power Apps, Power Automate, Power Virtual Agents, and Power BI concepts to teach students how to build an integrated solution for an organization based on business requirements.

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

PL-400T00 Microsoft Power Platform Developer / 2975 / Days: 5

The Microsoft Power Platform helps organizations optimize their operations by simplifying, automating and transforming business tasks and processes. In this course, students will learn how to build Power Apps, Automate Flows and extend the platform to complete business requirements and solve complex business problems.

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

PL-900T00 Microsoft Power Platform Fundamentals / 490 / Days: 2

This course is designed to serve as a valuable introduction to Power Platform. You will gain hands-on experience creating a simple PowerApp, connecting data with CDS, building a Power BI Dashboard, and automating a process with Microsoft Flow.

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/29 · 07/01/21 **OLL** 6:00 PM - 2:00 AM TLN

08/05 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Excel

10994 Data Analysis Fundamentals using Excel / 1190 / Days: 2

The main purpose of the course is to give students the ability to add analysis capabilities to Excel spreadsheets and to provide students with a foundation to learn about more advanced data analytics with Excel or Power BI.

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/03 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/23 · 06/25/21 **OLL** 4:00 PM - 12:00 AM TLN

07/08 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

07/22 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

20779 Analyzing Data with Excel / 1785 / Days: 3

The main purpose of the course is to give students the ability to add BI techniques to Excel data analysis. The course goes beyond the capabilities of tables and charts and uses Pivot Charts, the Excel Data Model, and Power BI.

05/24 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

06/23 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/22/21 **OLL** 4:00 PM - 12:00 AM TLN

DA-100T00 - Analyzing Data with Microsoft Power BI / 1190 / Days: 4

This course will discuss the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will also show how to access and process data from a range of data sources including both relational and non-relational data. This course will also explore how to implement proper security standards and policies across the Power BI spectrum including datasets and groups. The course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution. Finally, this course will show how to build paginated reports within the Power BI service and publish them to a workspace for inclusion within Power BI.

05/10 · 05/13/21 **OLL** 11:30 AM - 7:00 PM TLN

05/10 · 05/14/21 **OLL** 4:00 PM - 12:00 AM TLN

05/10 · 05/14/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/21/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/21/21 **OLL** 6:00 PM - 2:00 AM TLN

06/01 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/01 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/11/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/25/21 **OLL** 4:00 PM - 12:00 AM TLN

07/06 · 07/10/21 **OLL** 6:00 PM - 2:00 AM TLN

07/13 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

<p>DA-100T00 - Analyzing Data with Microsoft Power BI / 1190 / Days: 4</p> <p>This course will discuss the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will also show how to access and process data from a range of data sources including both relational and non-relational data. This course will also explore how to implement proper security standards and policies across the Power BI spectrum including datasets and groups. The course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution. Finally, this course will show how to build paginated reports within the Power BI service and publish them to a workspace for inclusion within Power BI.</p>	<p>Excel 2016 - Part 1 / 250 / Days: 1</p> <p><p>Are you looking to become a proficient Excel user? Professional Excel training from New Horizons can get you on the path to mastering this popular data spreadsheet software.</p></p> <p><p>Through completing the introductory Excel 2016 training course, you'll develop foundational data manipulation knowledge and skills that you can build upon through additional training and use. With the Excel 2016 - Part 1 course under your belt, you'll feel confident using one of the world's most powerful applications.</p></p>	<p>Excel 2016 - Part 3 / 250 / Days: 1</p> <p><p>Excel is a powerhouse spreadsheet software used by companies small and large. Master this popular platform by completing the Excel 2016 - Part 3 course from New Horizons.</p></p> <p><p>This advanced Excel course builds off learnings from Excel 2016 - Parts 1 & 2 and prepares you to complete difficult Excel tasks such as LOOKUPS, macros and more. The course also covers Microsoft Office Specialist exam objectives to help you prep for the certification exam.</p></p>
<p>08/03 · 08/07/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>Excel - Automating Excel with Macros and Analysis Tools / (CALL) / Days: 1</p> <p>This course is designed for students desiring to gain skills necessary to create macros, collaborate with others, audit and analyse data, incorporate multiple data sources, and import data.</p>	<p>05/10 · 05/11/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/17 · 05/18/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>05/24 · 05/25/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/28 · 05/29/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/07 · 06/08/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/14 · 06/15/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/21 · 06/22/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/28 · 06/29/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>07/06 · 07/07/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/12 · 07/13/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/19 · 07/20/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>08/02 · 08/03/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>05/19 · 05/20/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/02 · 06/03/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/16 · 06/17/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/30 · 07/01/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>07/07 · 07/08/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/14 · 07/15/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/30 · 07/31/21 OLL 6:00 PM - 2:00 AM TLN</p>
<p>05/25 · 05/25/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>07/26 · 07/26/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>Excel - Excel Essentials and Formulas / 275 / Days: 1</p> <p>This course is intended for those who wish to gain the foundational understanding of Excel that is necessary to create and work with electronic spreadsheets. Excel can help you organize, calculate, analyze, revise, update, and present your data.</p>	<p>Excel 2016 - Part 2 / 250 / Days: 1</p> <p><p>You've mastered the basics of Excel. In Excel 2016 - Part 2 training, you'll build upon your data manipulation skills and unlock more capabilities within the platform. </p></p> <p><p>Deepen your understanding of Excel by learning how to create advanced workbooks and worksheets. With Part 2 training from New Horizons under your belt, you'll be ready to create custom formulas, apply built-in Excel functions and manipulate data to extract the insights you need.</p></p>	<p>Excel 2016/2019 - Data Analysis with PivotTables / 295 / Days: 1</p> <p>Being able to harness the power of PivotTable features & create PivotCharts will help students gain an edge. Not only will students be able to summarize data to analyze, but they can organize the data in a way that can be meaningfully presented to others.</p>
<p>06/02 · 06/02/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>07/05 · 07/05/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>08/06 · 08/06/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>Excel - Excel Functions Including Pivot Tables and Lookups / (CALL) / Days: 1</p> <p>This course is designed for students who already have foundational knowledge and skills in Excel 2016 and who wish to begin taking advantage of some of the higher-level functionality in Excel to analyse and present data.</p>	<p>05/11 · 05/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/18 · 05/19/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>05/21 · 05/22/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/25 · 05/26/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/08 · 06/09/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/15 · 06/16/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/22 · 06/23/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/29 · 06/30/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>07/06 · 07/07/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/13 · 07/14/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/21 · 07/22/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>05/25 · 05/26/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/15 · 06/16/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/09 · 07/10/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>Excel 2016/2019 - Data Analysis with Power Pivot / 295 / Days: 1</p> <p>Excel provides Power Pivot to help students organize, manipulate, and report on their data in the best way possible. In this course, students gain a solid understanding of Power Pivot to maximize their effectiveness when analyzing data.</p>
<p>05/12 · 05/12/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>06/17 · 06/17/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>07/16 · 07/16/21 OLL 11:30 AM - 7:00 PM TLN</p> <p>Excel 2016 - Part 1 / 250 / Days: 1</p> <p><p>Are you looking to become a proficient Excel user? Professional Excel training from New Horizons can get you on the path to mastering this popular data spreadsheet software.</p></p> <p><p>Through completing the introductory Excel 2016 training course, you'll develop foundational data manipulation knowledge and skills that you can build upon through additional training and use. With the Excel 2016 - Part 1 course under your belt, you'll feel confident using one of the world's most powerful applications.</p></p>	<p>05/11 · 05/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/23 · 06/24/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>08/06 · 08/07/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>05/11 · 05/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/23 · 06/24/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>08/06 · 08/07/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>Excel 2019 - Part 1 / 250 / Days: 1</p> <p>This course aims to provide you with a foundation for Excel knowledge and skills, which you can build upon to eventually become an expert in data manipulation. Excel can help you organize, calculate, analyze, revise, update, and present your data in ways that will help the decision makers in your organization steer you in the right direction. It will also make these tasks much easier for you to accomplish, and in much less time, than if you used traditional pen-and-paper methods or non-specialized software.</p>
<p>05/10 · 05/11/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>05/11 · 05/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/18 · 05/19/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>05/21 · 05/22/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>05/25 · 05/26/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/08 · 06/09/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/15 · 06/16/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/22 · 06/23/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/29 · 06/30/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>07/06 · 07/07/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/13 · 07/14/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>07/21 · 07/22/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>05/11 · 05/12/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>06/01 · 06/02/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>06/23 · 06/24/21 OLL 4:00 PM - 12:00 AM TLN</p> <p>08/06 · 08/07/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>05/11 · 05/12/21 OLL 6:00 PM - 2:00 AM TLN</p> <p>05/18 · 05/19/21 OLL 4:00 PM - 12:00 AM TLN</p>

Course Schedule

Excel 2019 - Part 1 / 250 / Days: 1

This course aims to provide you with a foundation for Excel knowledge and skills, which you can build upon to eventually become an expert in data manipulation. Excel can help you organize, calculate, analyze, revise, update, and present your data in ways that will help the decision makers in your organization steer you in the right direction. It will also make these tasks much easier for you to accomplish, and in much less time, than if you used traditional pen-and-paper methods or non-specialized software.

05/25	·	05/26/21	OLL	4:00 PM - 12:00 AM	TLN
06/01	·	06/02/21	OLL	4:00 PM - 12:00 AM	TLN
06/01	·	06/02/21	OLL	6:00 PM - 2:00 AM	TLN
06/08	·	06/09/21	OLL	4:00 PM - 12:00 AM	TLN
06/15	·	06/16/21	OLL	4:00 PM - 12:00 AM	TLN
06/22	·	06/23/21	OLL	6:00 PM - 2:00 AM	TLN
06/29	·	06/30/21	OLL	4:00 PM - 12:00 AM	TLN
07/06	·	07/07/21	OLL	4:00 PM - 12:00 AM	TLN
07/20	·	07/21/21	OLL	4:00 PM - 12:00 AM	TLN

Excel 2019 - Part 2 / 250 / Days: 1

This course builds upon the foundational knowledge presented in the Microsoft® Office Excel® 2019: Part 1 course and will help start you down the road to creating advanced workbooks and worksheets that can help deepen your understanding of organizational intelligence. The ability to analyze massive amounts of data, extract actionable information from it, and present that information to decision makers is at the foundation of a successful organization that is able to compete at a high level.

05/12	·	05/13/21	OLL	4:00 PM - 12:00 AM	TLN
05/12	·	05/13/21	OLL	6:00 PM - 2:00 AM	TLN
05/19	·	05/20/21	OLL	4:00 PM - 12:00 AM	TLN
05/26	·	05/27/21	OLL	4:00 PM - 12:00 AM	TLN
05/27	·	05/28/21	OLL	4:00 PM - 12:00 AM	TLN
06/02	·	06/03/21	OLL	6:00 PM - 2:00 AM	TLN
06/09	·	06/10/21	OLL	4:00 PM - 12:00 AM	TLN
06/16	·	06/17/21	OLL	4:00 PM - 12:00 AM	TLN
06/23	·	06/24/21	OLL	6:00 PM - 2:00 AM	TLN
06/30	·	07/01/21	OLL	4:00 PM - 12:00 AM	TLN
07/07	·	07/08/21	OLL	4:00 PM - 12:00 AM	TLN
07/21	·	07/22/21	OLL	4:00 PM - 12:00 AM	TLN

Excel 2019 - Part 3 / 250 / Days: 1

This course builds upon the foundational and intermediate knowledge presented in the Microsoft® Office Excel® 2019: Part 1 and Microsoft® Office Excel® 2019: Part 2 courses to help you get the most of your Excel experience. The ability to collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic to construct and apply elaborate formulas and functions will put the full power of Excel right at your fingertips. The more you learn about how to get Excel to do the hard work for you, the more you'll be able to focus on getting the answers you need from the vast amounts of data your organization generates.

05/20	·	05/21/21	OLL	4:00 PM - 12:00 AM	TLN
06/03	·	06/04/21	OLL	6:00 PM - 2:00 AM	TLN
06/17	·	06/18/21	OLL	4:00 PM - 12:00 AM	TLN
07/01	·	07/02/21	OLL	4:00 PM - 12:00 AM	TLN
07/15	·	07/16/21	OLL	4:00 PM - 12:00 AM	TLN
07/30	·	07/31/21	OLL	4:00 PM - 12:00 AM	TLN

Microsoft Excel for Office 365 (Desktop or Online) - Part 1 / 250 / Days: 1

This course aims to provide you with a foundation for Excel knowledge and skills, which you can build upon to eventually become an expert in data manipulation. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Excel Associate (Office 365 and Office 2019): Exam MO-200 and Excel Expert (Office 365 and Office 2019): Exam MO-201.

05/12	·	05/13/21	OLL	4:00 PM - 12:00 AM	TLN
05/19	·	05/20/21	OLL	6:00 PM - 2:00 AM	TLN
05/19	·	05/20/21	OLL	6:00 PM - 2:00 AM	TLN
06/02	·	06/03/21	OLL	4:00 PM - 12:00 AM	TLN
06/09	·	06/10/21	OLL	4:00 PM - 12:00 AM	TLN
06/23	·	06/24/21	OLL	6:00 PM - 2:00 AM	TLN
07/07	·	07/08/21	OLL	4:00 PM - 12:00 AM	TLN
07/13	·	07/14/21	OLL	4:00 PM - 12:00 AM	TLN
07/19	·	07/20/21	OLL	4:00 PM - 12:00 AM	TLN
08/04	·	08/05/21	OLL	6:00 PM - 2:00 AM	TLN

Microsoft Excel for Office 365 (Desktop or Online) - Part 2 / 250 / Days: 1

This course builds upon the foundational knowledge presented in the Microsoft® Excel® for Office 365™ (Desktop or Online): Part 1 course and will help start you down the road to creating advanced workbooks and worksheets that can help deepen your understanding of organizational intelligence. The ability to analyze massive amounts of data, extract actionable information from it, and present that information to decision makers is at the foundation of a successful organization that is able to compete at a high level.

This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Excel Associate (Office 365 and Office 2019): Exam MO-200 and Excel Expert (Office 365 and Office 2019): Exam MO-201 certifications.

05/13	·	05/14/21	OLL	4:00 PM - 12:00 AM	TLN
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07/29	·	07/30/21	OLL	4:00 PM - 12:00 AM	TLN

Microsoft Excel for Office 365 (Desktop or Online) - Part 3 / 250 / Days: 1

In this course, you will build upon the foundational and intermediate knowledge presented in the Microsoft® Excel® for Office 365™ (Desktop or Online): Part 1 and Microsoft® Excel® for Office 365™ (Desktop or Online): Part 2 courses to help you get the most of your Excel experience. The ability to collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic to construct and apply elaborate formulas and functions will put the full power of Excel right at your fingertips. The more you learn about how to get Excel to do the hard work for you, the more you'll be able to focus on getting the answers you need from the vast amounts of data your organization generates.

05/28	·	05/29/21	OLL	6:00 PM - 2:00 AM	TLN
06/18	·	06/19/21	OLL	4:00 PM - 12:00 AM	TLN
07/09	·	07/10/21	OLL	4:00 PM - 12:00 AM	TLN

Course Schedule

Programming and Data Wrangling with VBA and Excel® (v1.0) / 1795 / Days: 3

VBA (Visual Basic for Applications) enables you to enhance and extend the capabilities of Microsoft® Excel® and other applications in the Microsoft® Office application suite. You can use VBA to perform tasks that would be difficult or impossible to do using only worksheet functions, and you can automate a wide range of tasks involving the collection, processing, analysis, and visualization of data. This course will give you a good foundation for understanding, creating, and using VBA in your own Excel workbooks, show you how to work with data across different applications, and how to package the macros and functions you create so you can back them up, move them to other computers, and share them with other users

06/02 · 06/05/21 **OLL** 6:00 PM - 2:00 AM TLN

07/07 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

VBA with Microsoft® Excel® (v1.0) / 595 / Days: 1

VBA (Visual Basic for Applications) enables you to enhance and extend the capabilities of Microsoft® Excel® and other applications in the Microsoft® Office application suite. You can use VBA to perform tasks that would be difficult or impossible to do using only worksheet functions, and you can automate a wide range of tasks so they can be performed faster, more consistently, and with less effort than performing them manually. This course will give you a good foundation for understanding, creating, and using VBA in your own Excel workbooks. You will learn how to use the macro recorder effectively, as well as how to write your own VBA code from scratch. You will use tools built into Excel to explore and learn VBA's capabilities and to optimize and debug your code.

06/01 · 06/02/21 **OLL** 6:00 PM - 2:00 AM TLN

07/06 · 07/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Exchange

20345-1 Administering Microsoft Exchange Server 2016/2019 / 1490 / Days: 5

This course teaches IT professionals how to administer and support Exchange Server. The course covers how to install and configure Exchange Server. It also covers how to manage mail recipients and public folders, including how to perform bulk operations by using Exchange Management Shell. In addition, the course covers how to manage client connectivity, message transport and hygiene, and highly available Exchange Server deployments. It also covers how to implement disaster recovery solutions. Finally, the course covers how to maintain and monitor an Exchange Server deployment and how to administer Exchange Online in a Office 365 deployment.

05/17 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Modern Desktop Administration

10982 Supporting and Troubleshooting Windows 10 / 2975 / Days: 5

This is a 5-day ILT course that is designed to provide students with the knowledge and skills required to support and troubleshoot Windows 10 PCs and devices in a Windows Server domain environment. These skills include understanding of Windows 10 features, how they can be used in an Active Directory environment and how to troubleshoot them.

05/24 · 05/29/21 **OLL** 6:00 PM - 2:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

MD-100T00 Windows 10 / 1490 / Days: 5

In this course, students will learn how to support and configure Windows 10 desktops in an organizational environment. Students will develop skills that include learning how to install, customize, and update Windows 10 operating systems. Students will learn how to managing storage, files, and devices as well as how to configure network connectivity for Windows 10. Students will also learn how to secure the Windows 10 OS and protect the data on the device. Finally, students will learn how to manage and troubleshoot Windows 10.

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

MD-101T00 Managing Modern Desktops / 1490 / Days: 5

In this course, students will learn how to plan and implement an operating system deployment strategy using modern deployment methods, as well as how to implement an update strategy. Students will be introduced to key components of modern management and co-management strategies. This course also covers what it takes to incorporate Microsoft Intune into your organization. Students will also learn about methods for deployment and management of apps and browser-based applications. Students will be introduced to the key concepts of security in modern management including authentication, identities, access, and compliance policies. Students will be introduced to technologies such as Azure Active Directory, Azure Information Protection and Windows Defender Advanced Threat Protection, as well as how to leverage them to protect devices and data.

05/24 · 05/29/21 **OLL** 6:00 PM - 2:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Office

55265 Microsoft® PowerApps- (Windows 10 Lab) / 1190 / Days: 2

Students will be taught how to design, test and publish new apps that work with a variety of data sources. We will take users through a selection of well-crafted lessons to help them build new applications for their business.

05/24 · 05/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/06 · 07/08/21 **OLL** 4:00 PM - 12:00 AM TLN

55268 Microsoft Power Automate for End Users / 595 / Days: 1

This course delivers an instructor-led product showcase for Microsoft Flow from start to finish in an engaging and practical way. Flow is a diverse product, turning business processes into automated, consistent and visual workflows. Flow is designed to interweave the various products in Office 365 as well as connect to other on-premises and web-based solutions. This course will give you the confidence to select the right actions and workflow logic for your business workflows.

06/02 · 06/03/21 **OLL** 4:00 PM - 12:00 AM TLN

08/05 · 08/06/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Office 365 with OneDrive for the Online Business User / 188 / Days: 1

This Show and Tell course introduces working with shared documents in the Office 365 online suite. It shows how multiple users can collaborate on a single file through OneDrive.

05/10 · 05/10/21 **OLL** 4:30 PM - 7:30 PM TLN

Microsoft Teams / 295 / Days: .5

Microsoft Teams includes meetings, group conversations, video chat, file-sharing, co-authoring, SharePoint connection, and it can also be used to link to many other Office 365 apps.

05/13 · 05/13/21 **OLL** 4:00 PM - 7:30 PM TLN

05/13 · 05/14/21 **OLL** 8:30 PM - 12:00 AM TLN

07/01 · 07/01/21 **OLL** 4:00 PM - 7:30 PM TLN

07/01 · 07/02/21 **OLL** 8:30 PM - 12:00 AM TLN

Course Schedule

MS-100T00 Microsoft 365 Identity and Services / 2975 / Days: 5

This course covers three central elements of Microsoft 365 enterprise administration – Microsoft 365 tenant and service management, Office 365 management, and Microsoft 365 identity management. In Microsoft 365 tenant and service management, you will examine all the key components that must be planned for when designing your Microsoft 365 tenant. Once this planning phase is complete, you will learn how to configure your Microsoft 365 tenant, including your organizational profile, tenant subscription options, component services, user accounts and licenses, and security groups. Finally, you will learn how to manage your tenant, which includes the configuration of tenant roles and managing your tenant health and services.

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

MS-101T00 Microsoft 365 Mobility and Security / 2975 / Days: 5

This course covers three central elements of Microsoft 365 enterprise administration – Microsoft 365 security management, Microsoft 365 compliance management, and Microsoft 365 device management. In Microsoft 365 security management, you will examine all the common types of threat vectors and data breaches facing organizations today, and you will learn how Microsoft 365's security solutions address these security threats. You will be introduced to the Microsoft Secure Score, as well as to Azure Active Directory Identity Protection. You will then learn how to manage the Microsoft 365 security services, including Exchange Online Protection, Advanced Threat Protection, Safe Attachments, and Safe Links. Finally, you will be introduced to the various reports that monitor your security health. You will then transition from security services to threat intelligence; specifically, using the Security Dashboard and Advanced Threat Analytics to stay ahead of potential security breaches.

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Office Administration

MS-030T00 Office 365 Administrator / 1490 / Days: 5

This course covers three central elements of Microsoft 365 enterprise administration – Microsoft 365 tenant and service management, Office 365 management, and Microsoft 365 identity management. In Microsoft 365 tenant and service management, you will examine all the key components that must be planned for when designing your Microsoft 365 tenant. Once this planning phase is complete, you will learn how to configure your Microsoft 365 tenant, including your organizational profile, tenant subscription options, component services, user accounts and licenses, and security groups.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

MS-030T00 Office 365 Administrator / 1490 / Days: 5

This course covers three central elements of Microsoft 365 enterprise administration – Microsoft 365 tenant and service management, Office 365 management, and Microsoft 365 identity management. In Microsoft 365 tenant and service management, you will examine all the key components that must be planned for when designing your Microsoft 365 tenant. Once this planning phase is complete, you will learn how to configure your Microsoft 365 tenant, including your organizational profile, tenant subscription options, component services, user accounts and licenses, and security groups.

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft OneNote

OneNote 2016 / 179 / Days: 1

This course provides a way for students to create and collect their notes. This course will introduce students to using OneNote notebooks to store a variety of content in an organized way, access the content from anywhere, and also share it.

06/11 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Outlook

Microsoft Outlook for Office 365 (Desktop or Online) - Part 1 / 250 / Days: 1

In this course, you will use Outlook to send, receive, and manage email messages, manage your contact information, schedule appointments and meetings, create tasks and notes for yourself, and customize the Outlook interface to suit your working style.

This course covers the Microsoft Office Specialist Program exam objectives to help you prepare for the Outlook Associate (Office 365 and Office 2019): Exam MO-400 certification exam.

05/18 · 05/19/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Outlook for Office 365 (Desktop or Online) - Part 2 / 250 / Days: 1

In this course, you will customize command sets, configure mail accounts, set global options, perform advanced searches, apply filters to intercept mail and control spam, create rules to automate mail management tasks, work with calendars and contacts, manage tasks, preserve data with archives and data files, as well as share and delegate access to your Outlook items. In short, you'll work with a wide range of features and options and, in so doing, understand why Outlook is a leading personal management system.

This course builds upon the foundational knowledge presented in the Microsoft® Outlook® for Office 365™ (Desktop or Online): Part 1 course and will help you customize a communication system well-suited to your work style.

This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Outlook Associate (Office 365 and Office 2019): Exam MO-400 .

06/03 · 06/04/21 **OLL** 6:00 PM - 2:00 AM TLN

Outlook 2016 - Part 1 / 250 / Days: 1

In this course, you will use Outlook to send, receive, and manage email messages, manage your contact information, schedule appointments and meetings, create Tasks and Notes for yourself, and customize the Outlook interface to suit your working style.

05/26 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

07/27 · 07/28/21 **OLL** 6:00 PM - 2:00 AM TLN

Outlook 2016 - Part 2 / 250 / Days: 1

This course builds upon the foundational knowledge presented in the Microsoft® Office Outlook® 2016: Part 1 course and will help students customize a communication system well-suited to your work styles.

06/04 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

08/06 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Outlook 2019 - Part 1 / 250 / Days: 1

In this course, you will use Outlook to send, receive, and manage email messages, manage your contact information, schedule appointments and meetings, create tasks and notes for yourself, and customize the Outlook interface to suit your working style.

This course is the first in a series of two Microsoft® Office Outlook® 2019 courses. It will provide you with the basic skills you need to start using Outlook 2019 to manage your email communications, contact information, calendar events, tasks, and notes.

05/18 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/15 · 06/16/21 **OLL** 6:00 PM - 2:00 AM TLN

07/22 · 07/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Outlook 2019 - Part 2 / 250 / Days: 1

In this course, you will customize command sets, configure mail accounts, set global options, perform advanced searches, apply filters to intercept mail and control spam, create rules to automate mail management tasks, work with calendars and contacts, manage tasks, preserve data with archives and data files, as well as share and delegate access to your Outlook items. In short, you'll work with a wide range of features and options and, in so doing, understand why Outlook is a leading personal management system.

This course builds upon the foundational knowledge presented in the Microsoft® Office Outlook® 2019: Part 1 course and will help you customize a communication system well-suited to your work style.

05/27 · 05/28/21 **OLL** 4:00 PM - 12:00 AM TLN

06/24 · 06/25/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft PowerPoint

Microsoft Office PowerPoint 2019 - Part 1 / 250 / Days: 1

In this course, you will use PowerPoint 2019 to begin creating engaging, dynamic multimedia presentations. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the PowerPoint Associate (Office 365 and Office 2019): Exam MO-300.

05/26 · 05/26/21 **OLL** 11:30 AM - 7:00 PM TLN

Course Schedule

Microsoft Office PowerPoint 2019 - Part 1 / 250 / Days: 1

In this course, you will use PowerPoint 2019 to begin creating engaging, dynamic multimedia presentations. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the PowerPoint Associate (Office 365 and Office 2019): Exam MO-300.

06/07 · 06/08/21 **OLL** 4:00 PM - 12:00 AM TLN

07/28 · 07/28/21 **OLL** 11:30 AM - 7:00 PM TLN

Microsoft Office PowerPoint 2019 - Part 2 / 250 / Days: 1

Meetings, instruction, training, pitches; these are all a part of our daily lives. We are often called upon to deliver presentations with little notice, at multiple venues, and with varying requirements. And, some of these presentations include sensitive information that needs to be guarded. Given all the variables, it may seem an overwhelming task to deliver your content, on time, to all audiences, and to only those who need to see it. Oh, and by the way, you need to make it interesting, informative, and memorable. So, how do you do it? Without the help of a robust set of tools, it would be nearly impossible. But Microsoft® Office PowerPoint® 2019 provides you with a variety of such tools that can help you deliver content in nearly any situation, while saving time and effort. By taking advantage of these tools, you will be creating presentations that not only stand out from the crowd, but also don't consume all of your available time. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the PowerPoint Associate (Office 365 and Office 2019): Exam MO-300.

05/12 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

06/30 · 06/30/21 **OLL** 11:30 AM - 7:00 PM TLN

07/13 · 07/14/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft PowerPoint for Office 365 (Desktop or Online) - Part 1 / 250 / Days: 1

By exploring the vast array of features and functionality contained within PowerPoint, you will gain the ability to organize your content, enhance it with high-impact visuals, and deliver it with a punch. In this course, you will use PowerPoint to begin creating engaging, dynamic multimedia presentations. The course material will also enable you to access and effectively utilize many web-based resources provided with your Office 365 subscription. This includes brief coverage of key skills for using PowerPoint for the Web and OneDrive. Helpful notes throughout the material alert you to cases where the online version of the application may function differently from the primary, desktop version.

05/19 · 05/20/21 **OLL** 6:00 PM - 2:00 AM TLN

06/22 · 06/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft PowerPoint for Office 365 (Desktop or Online) - Part 2 / 250 / Days: 1

Meetings, instruction, training, pitches; these are all a part of our daily lives. We are often called upon to deliver presentations with little notice, at multiple venues, and with varying requirements. And, some of these presentations include sensitive information that needs to be guarded. Given all the variables, it may seem an overwhelming task to deliver your content, on time, to all audiences, and to only those who need to see it. Oh, and by the way, you need to make it interesting, informative, and memorable. So, how do you do it? Without the help of a robust set of tools, it would be nearly impossible. But Microsoft® PowerPoint® provides you with a variety of such tools that can help you deliver content in nearly any situation, while saving time and effort. By taking advantage of these tools, you will be creating presentations that not only stand out from the crowd, but also don't consume all of your available time. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the PowerPoint Associate (Office 365 and Office 2019): Exam MO-300.

05/27 · 05/28/21 **OLL** 6:00 PM - 2:00 AM TLN

07/30 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

PowerPoint 2016 - Part 1 / 250 / Days: 1

In this course, students will use PowerPoint 2016 to begin creating engaging, dynamic multimedia presentations.

05/17 · 05/18/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 06/29/21 **OLL** 6:00 PM - 2:00 AM TLN

07/28 · 07/29/21 **OLL** 4:00 PM - 12:00 AM TLN

PowerPoint 2016 - Part 2 / 250 / Days: 1

In this course, students learn different tools & features within PowerPoint that will help them deliver content in an informative & memorable manner. Students will create presentations that not only stand out, but also don't consume all of their time.

05/26 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

07/07 · 07/08/21 **OLL** 4:00 PM - 12:00 AM TLN

08/04 · 08/05/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft PowerShell

10961 Automating Administration with Windows PowerShell / 2975 / Days: 5

This course provides students with the fundamental knowledge and skills to use Windows PowerShell for administering and automating administration of Windows based servers.

05/10 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

10961 Automating Administration with Windows PowerShell / 2975 / Days: 5

This course provides students with the fundamental knowledge and skills to use Windows PowerShell for administering and automating administration of Windows based servers.

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

10962 Advanced Automated Administration with Windows PowerShell / 1785 / Days: 3

This course that will teach students how to automate administrative tasks using Windows PowerShell 5.1. Students will learn core scripting skills such as creating advanced functions, writing controller scripts, and handling script errors. Students will learn how to work with Windows PowerShell Workflow, the REST API and XML and JSON formatted data files, Students will also learn how to use new administration tools such Desired State Configuration (DSC) and Just Enough Administration (JEA) to configure and secure servers.

05/10 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

05/10 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

05/10 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

06/02 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/02 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/14 · 06/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/07 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

08/04 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

55069 PowerShell for SQL Server Administrators / 1190 / Days: 2

This course provides candidates with the knowledge and skills needed to use PowerShell for SQL Server administration. Students will learn how to manage day-to-day and scheduled maintenance tasks.

07/06 · 07/08/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

55133 PowerShell for System Center Configuration Manager Administrators / 1785 / Days: 3

This course provides you with the knowledge and skills needed to use PowerShell for System Center Configuration Manager (SCCM) administration. In this course, you will learn how to access the PowerShell cmdlets included with SCCM 1802 and use them to perform configuration tasks for a primary site. Individual cmdlets will be used in working with objects such as Boundaries, Boundary Groups, Collections, Software Deployment, Patching, Compliance Settings, OSD Task Sequences, and many others. Basic scripting will also be covered so you can learn how to put PowerShell to use when working with large sets of objects.

05/24 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

07/14 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Project

55205 Mastering Microsoft Project 2016 / 990 / Days: 3

The course begins with the basic concepts and leads students through all the functions they'll need to plan and manage a small to medium-size project, including how to level resources and capture both cost and schedule progress.

06/14 · 06/17/21 **OLL** 6:00 PM - 2:00 AM TLN

06/14 · 06/17/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Project Level 1 and 2 / 600 / Days: 2

This course covers management practices and methodologies and an in-depth knowledge of MS Project functionality. Delegates will be able to create and manage project schedules during the course and reinforce attained skills through practical applications.

06/21 · 06/22/21 **OLL** 12:30 PM - 8:00 PM TLN

Project 2016 - Part 1 / 250 / Days: 1

This course is designed to familiarize students with the basic features and functions of Microsoft Project Professional 2016 so they can use it effectively and efficiently in a real-world environment.

06/08 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/13/21 **OLL** 4:00 PM - 12:00 AM TLN

08/06 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Project 2016 - Part 2 / 250 / Days: 1

This course covers the skills a project manager needs to update a project plan during the execution, monitoring, and controlling phases of a project. This course will enable students to manage the project so that it is completed on time & within budget.

05/13 · 05/14/21 **OLL** 6:00 PM - 2:00 AM TLN

06/17 · 06/18/21 **OLL** 4:00 PM - 12:00 AM TLN

07/23 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Project 2019 - Part 1 / 275 / Days: 1

This course will familiarize you with the basic features and functions of Microsoft Project so that you can use it effectively and efficiently in a real-world environment. You will develop the critical knowledge and skills you need to create a project plan with Project during the planning phase. In other words, if your supervisor assigns you to lead a project, this course will enable you to draft a project plan and share it with your supervisor (and others) for review and approval.

Note : This course is for anyone who has Project on the desktop, regardless of whether they purchased an “on-premise” edition or subscribed to a “cloud-based” (online) edition. Most project managers and project team members use the desktop application, so that is the main focus of this course. The main features of the online app are presented in an appendix.

05/12 · 05/13/21 **OLL** 4:00 PM - 12:00 AM TLN

06/03 · 06/04/21 **OLL** 4:00 PM - 12:00 AM TLN

07/06 · 07/07/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Project 2019 - Part 2 / 275 / Days: 1

This course empowers you with the advanced knowledge and skills you need to update a project plan in Project during the execution, monitoring, and controlling phases of a project. In other words, once your project plan is approved by the project sponsor, this course will enable you to manage the project so that it is completed on time, within budget, and according to scope.

06/11 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

07/15 · 07/16/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Publisher

Publisher 2016/2019 / 250 / Days: 1

Microsoft® Office Publisher is a desktop publishing software application capable of producing greeting cards, certificates, newsletters, and other printed publications. Publisher includes a large collection of templates that provide a great way to start a new publication. Publisher offers a large selection of building blocks that can be dragged into your documents, helping you to create page elements such as calendars, newsletter sidebars, and borders. Publisher integrates online sharing and mail merge features, which are handy when you need to send publications to a list of customers, and it's possible to export publications as HTML web pages or PDF documents. With a user-friendly interface, Publisher makes it easy to create and edit publications.

06/09 · 06/10/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft SharePoint

55197 Microsoft SharePoint Server 2016 for the Site Owner/Power User / 1190 / Days: 2

Students should take this course if they need to know how to manage the team collaboration, document management and social features of Microsoft SharePoint 2016 sites.

06/07 · 06/09/21 **OLL** 6:00 PM - 2:00 AM TLN

55215 SharePoint Online Power User / 1190 / Days: 4

This course delivers the complete site owner story from start to finish in an engaging and practical way to ensure you have the confidence to plan and create new sites or manage your existing sites in SharePoint Online.

05/24 · 05/28/21 **OLL** 4:00 PM - 12:00 AM TLN

07/20 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

55234 SharePoint 2016 Site Collections and Site Owner Administration / 2975 / Days: 5

This course is intended for power users and IT professionals who are tasked with working within the SharePoint 2016 environment and conduct site collection and site administration.

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

55238 SharePoint Online for Administrators / 1785 / Days: 3

This course will introduce the audience to SharePoint Online Administration in Office 365 and explain and demonstrate the configuration options for SharePoint Online.

05/24 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/27/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/29/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft SharePoint 2016 - Advanced Site Owner with Workflow Administration / 250 / Days: 1

In this course, students will learn how to create, configure, and manage a SharePoint site so that your team or organization can collaborate effectively, manage the flow of digital information, automate business processes, & meet records management needs.

07/21 · 07/22/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft SharePoint 2016 - Site Owner / 250 / Days: 1

In this course, students will learn how to create, configure, and manage a SharePoint team site so that your team or organization can share information and collaborate effectively.

06/23 · 06/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

Microsoft SharePoint 2016 - Site User / 250 / Days: 1

SharePoint is a complex platform. A strong understanding of the platform will allow students to work more efficiently & effectively. In this course, students will learn how to use a SharePoint Team Site to access, store, and share information & documents.

06/18	06/18/21	OLL	11:30 AM - 7:00 PM	TLN
06/18	06/19/21	OLL	4:00 PM - 12:00 AM	TLN
07/06	07/07/21	OLL	4:00 PM - 12:00 AM	TLN
08/03	08/04/21	OLL	6:00 PM - 2:00 AM	TLN

MS-040T00-A Manage SharePoint and OneDrive in Microsoft 365 / 1785 / Days: 3

Content is the most critical digital asset for every organization. In this course, you will learn how to plan, configure, and manage SharePoint Sites and OneDrive to enable modern content services that transform the content lifecycle. Specifically, this course discusses the modern SharePoint site structure, such as SharePoint hub sites. It provides best practices for the adoption and deployment of OneDrive within your organization. It also covers sharing, security, and monitoring in SharePoint and OneDrive in Microsoft 365. Additionally, you will learn how to manage user profiles and apps with proper permission settings. We will also discuss how to plan and configure Managed Metadata, Business Connectivity Services, and search allowing content to be found, consumed, and governed across Microsoft 365.

05/10	05/13/21	OLL	6:00 PM - 2:00 AM	TLN
06/14	06/17/21	OLL	4:00 PM - 12:00 AM	TLN
07/07	07/10/21	OLL	4:00 PM - 12:00 AM	TLN

MS-050T00-A SharePoint Hybrid Deployment and Migration / 2975 / Days: 5

The business climate has changed. People want to communicate without collaborative barriers. Businesses want solutions that are both cost-effective and flexible. Organizations start to configure hybrid environments and migrate content to the cloud as the solution. In this course, you will learn how to deploy and configure the SharePoint Server 2019, designed to meet the demands of modern workstyles. You will also learn how to configure and manage various SharePoint service applications to prepare for a hybrid deployment. Then, you will learn how to plan and implement SharePoint hybrid scenarios that provide seamless users experience. Eventually, you will learn how to design the content migration process and available resources and tools to use while migrating content to SharePoint and OneDrive in Microsoft 365.

05/17	05/22/21	OLL	6:00 PM - 2:00 AM	TLN
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SharePoint - Advanced Site Owner (Modern Experience) / 250 / Days: 1

Microsoft®; SharePoint®; online is a platform designed to facilitate collaboration, allowing you to use familiar applications and web-based tools to create, access, store, and track documents and data in a central location. As such, SharePoint has many distinct features and content structures that can be selected, added, and configured. In this course, you will learn how to create, configure, and manage SharePoint sites so that your team or organization can share information and collaborate effectively.

06/02	06/03/21	OLL	6:00 PM - 2:00 AM	TLN
07/09	07/10/21	OLL	4:00 PM - 12:00 AM	TLN

SharePoint - Site Owner with Microsoft Forms and Flow (Modern Experience) / 250 / Days: 1

This course will empower you to use Microsoft®; SharePoint®; online to facilitate collaboration and allow you to use familiar applications and web-based tools to create, access, store, and track documents and data in a central location. Enable and configure SharePoint's many distinct features and discover the many content structures that can be selected, added, and configured. Learn how to create, configure, and manage SharePoint sites so that your team or organization can share information and collaborate effectively. SharePoint content structures and configuration options are complex. As a site owner, it is critical that you understand what features, options, and content structures are available in SharePoint online, and how to properly configure them. With SharePoint sites, features, and content structures properly implemented, you will be able to securely share files, collaborate on documents, and access the information you need to work with your colleagues more effectively.

06/07	06/08/21	OLL	6:00 PM - 2:00 AM	TLN
06/28	06/29/21	OLL	4:00 PM - 12:00 AM	TLN
08/05	08/06/21	OLL	4:00 PM - 12:00 AM	TLN

SharePoint - Site User (Modern Experience) / 250 / Days: 1

Microsoft®; SharePoint®; online is a platform specifically designed to facilitate collaboration, allowing you and your team to use familiar applications and web-based tools to create, access, store, and track documents and data in a central location. Through this course, you will discover the many features of SharePoint online and improve your ability to work collaboratively by easily sharing, accessing, editing, and saving information. SharePoint is a complex platform with many features and capabilities. A strong understanding of those features and capabilities will allow you to work more efficiently and effectively with SharePoint online, and with the documents and data stored in SharePoint. Furthermore, effective use of the Modern UI and Office 365®; integrations will streamline tasks and facilitate collaboration with colleagues in other Office 365 and third-party apps.

06/14	06/15/21	OLL	4:00 PM - 12:00 AM	TLN
08/03	08/04/21	OLL	4:00 PM - 12:00 AM	TLN

Microsoft SQL Server

10985 Introduction to SQL Databases / 1785 / Days: 3

Course is aimed at people looking to move into a database professional role or whose job role is expanding to encompass database elements. The course describes fundamental database concepts including database types, database languages, and database design

05/26	05/29/21	OLL	4:00 PM - 12:00 AM	TLN
06/02	06/04/21	OLL	11:30 AM - 7:00 PM	TLN
06/02	06/05/21	OLL	6:00 PM - 2:00 AM	TLN
06/02	06/05/21	OLL	6:00 PM - 2:00 AM	TLN
06/21	06/24/21	OLL	4:00 PM - 12:00 AM	TLN
07/07	07/10/21	OLL	4:00 PM - 12:00 AM	TLN
07/19	07/22/21	OLL	6:00 PM - 2:00 AM	TLN

10987 Performance Tuning and Optimizing SQL Databases / 2380 / Days: 4

This four-day instructor-led course provides students who manage and maintain SQL Server databases with the knowledge and skills to performance tune and optimize their databases.

05/11	05/15/21	OLL	4:00 PM - 12:00 AM	TLN
06/28	07/02/21	OLL	4:00 PM - 12:00 AM	TLN

20761 Querying Data with Transact SQL / 2975 / Days: 5

<p>Are you ready to learn how to navigate relational databases like a pro? Transact SQL training from New Horizons will prepare you to take the next step in your data career.</p>

<p>In this course, you will gain a comprehensive understanding of the Transact SQL language, which is used by all SQL Server-related disciplines including database administration, database development and business intelligence.</p>

05/24	05/29/21	OLL	6:00 PM - 2:00 AM	TLN
06/14	06/19/21	OLL	4:00 PM - 12:00 AM	TLN
06/28	07/03/21	OLL	6:00 PM - 2:00 AM	TLN
07/12	07/16/21	OLL	11:30 AM - 7:00 PM	TLN
07/12	07/17/21	OLL	4:00 PM - 12:00 AM	TLN
07/26	07/31/21	OLL	4:00 PM - 12:00 AM	TLN

Course Schedule

20762 Developing SQL Databases / 2975 / Days: 5

<p>Are you looking for hands-on experience developing a Microsoft SQL Server database? Complete this course from New Horizons to confidently take the next step in your database career. </p>

<p>In the Developing SQL Databases course, you will learn how to use SQL Server 2016 features and tools and gain the knowledge and skills to develop a SQL Server database.</p>

05/17 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

20764 Administering a SQL Database Infrastructure / (CALL) / Days: 5

Are you ready to learn how to administer a SQL Server database? This course from New Horizons will equip you with the skills you need to manage databases with confidence.

In this course, you'll learn the ins and outs of database administration and gain hands-on experience automating, backing up, restoring and troubleshooting SQL Server. With expert guidance from New Horizons's certified instructors, you'll master the modern database techniques companies are desperately seeking out.

05/24 · 05/28/21 **OLL** 11:30 AM - 7:00 PM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/03/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

20765 Provisioning SQL Databases / 2975 / Days: 5

Are you looking for hands-on experience provisioning a SQL Server database? This course from New Horizons will equip you with the skills you need to level up in your data career.

In the Provisioning SQL Databases course, you will learn how to configure and manage SQL Server databases both on-premises and in SQL Azure.

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

20767 Implementing a SQL Data Warehouse / 2975 / Days: 5

Ready to learn how to implement a SQL data warehouse with confidence? This course from New Horizons will prepare you to create advanced BI solutions and advance your career.

In the "Implementing a SQL Data Warehouse course", you'll learn how to provision a Microsoft SQL Server database both on-premises and in Azure.

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

20768 Developing SQL Data Models / 1785 / Days: 3

Are you looking for hands-on experience developing SQL data models? This course from New Horizons will equip you with the skills you need to level up in your Business Intelligence career. In the Developing SQL Data Models course, you will learn how to implement multidimensional databases and create tabular semantic data models for analysis using SQL Server Analysis Services (SSAS).

06/21 · 06/24/21 **OLL** 6:00 PM - 2:00 AM TLN

55123 Writing Reports with Report Builder and SSRS Level 1 / 1190 / Days: 2

In this course, students will continue their learning on the foundations of report writing with Microsoft® SQL Server® Report Builder and SSRS.

05/20 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

05/20 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

06/28 · 06/30/21 **OLL** 4:00 PM - 12:00 AM TLN

55128 Writing Reports with Report Builder and SSRS Level 2 / 1190 / Days: 2

In this course, students will continue their learning on the foundations of report writing with Microsoft® SQL Server® Report Builder and SSRS. The focus will be on report creation by connecting to a database and manipulating the data.

05/24 · 05/26/21 **OLL** 4:00 PM - 12:00 AM TLN

06/30 · 07/02/21 **OLL** 4:00 PM - 12:00 AM TLN

Database Design - A Modern Approach / 395 / Days: 1

This course introduces you to a process for effectively planning and designing a functional, efficient database. Knowing how to plan a relational database is important to the success of the databases you create. Without planning, you cannot possibly know what the database needs to do, or even what information to include in the database. Planning a database is essential, and prevents the extra work of fixing data maintenance problems later on.

The concepts are not specific to a particular software application and can be applied to any relational database management system.

06/01 · 06/02/21 **OLL** 4:00 PM - 12:00 AM TLN

SQL Querying Fundamentals - Part 1 / 495 / Days: 1

This course, SQL Querying: Fundamentals, will teach you to use SQL as a tool to retrieve the information you need from databases.

05/18 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

05/18 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

05/26 · 05/27/21 **OLL** 6:00 PM - 2:00 AM TLN

06/02 · 06/03/21 **OLL** 4:00 PM - 12:00 AM TLN

06/22 · 06/23/21 **OLL** 6:00 PM - 2:00 AM TLN

07/20 · 07/21/21 **OLL** 4:00 PM - 12:00 AM TLN

SQL Querying Fundamentals - Part 2 / 495 / Days: 1

In this course you will learn how to identify and use advanced querying techniques. You might find that you need to modifying the structure of a table; inserting, updating, deleting data and indexing tables to optimize query performance.

05/27 · 05/28/21 **OLL** 4:00 PM - 12:00 AM TLN

06/03 · 06/04/21 **OLL** 4:00 PM - 12:00 AM TLN

SQL Querying Fundamentals - Part 2 / 495 / Days: 1

In this course you will learn how to identify and use advanced querying techniques. You might find that you need to modifying the structure of a table; inserting, updating, deleting data and indexing tables to optimize query performance.

06/03 · 06/04/21 **OLL** 4:00 PM - 12:00 AM TLN

07/01 · 07/02/21 **OLL** 4:00 PM - 12:00 AM TLN

07/22 · 07/23/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft System Center

20703-1 Administering System Center Configuration Manager / 2975 / Days: 5

In this course, students will learn day-to-day management tasks, including how to manage applications, client health, hardware and software inventory, operating system deployment, and software updates by using Configuration Manager. You also will learn how to optimize System Center Endpoint Protection, manage compliance, and create management queries and reports.

05/10 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/29/21 **OLL** 6:00 PM - 2:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/17/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Teams Courses

Microsoft 365 Office for the Web (with Teams) / 249 / Days: 1

This course introduces working with shared documents in the familiar Office 365 online apps—Word, PowerPoint®, and Excel®—as an alternative to installing the Microsoft® Office desktop applications. This course also introduces several productivity apps including Yammer™, Planner, and Delve® that can be used in combination by teams for communication and collaboration.

06/30 · 07/01/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

MS-700T00 Managing Microsoft Teams / 1190 / Days: 4

The Managing Microsoft Teams course is designed for persons who are aspiring to the Microsoft 365 Teams Admin role. Microsoft Teams admins configure, deploy, and manage Office 365 workloads for Microsoft Teams that focus on efficient and effective collaboration and communication in an enterprise environment. This course covers six central elements - Microsoft Teams overview, implementing governance, security and compliance for Microsoft Teams, preparing the environment for a Microsoft Teams deployment, deploying and managing teams, managing collaboration and managing communication in Microsoft Teams. In Microsoft Teams overview, you will get an overview of Microsoft Teams including Teams architecture and related Office 365 workloads. You will be provided an overview of security and compliance in Microsoft Teams and finally get an overview of how to manage Microsoft Teams. In implementing governance, security and compliance for Microsoft Teams, you will plan and configure governance for Office 365 groups including expiration and naming policies. Then you will implement security by configuring conditional access, MFA or Threat Management for Microsoft Teams.

05/10	05/14/21	OLL	6:00 PM - 2:00 AM	TLN
05/10	05/14/21	OLL	6:00 PM - 2:00 AM	TLN
06/07	06/11/21	OLL	4:00 PM - 12:00 AM	TLN
06/14	06/18/21	OLL	4:00 PM - 12:00 AM	TLN
06/21	06/25/21	OLL	4:00 PM - 12:00 AM	TLN
07/05	07/09/21	OLL	11:30 AM - 7:00 PM	TLN
07/12	07/16/21	OLL	4:00 PM - 12:00 AM	TLN
07/20	07/24/21	OLL	4:00 PM - 12:00 AM	TLN
08/02	08/06/21	OLL	6:00 PM - 2:00 AM	TLN

Microsoft Visio

Visio 2016: Part 1 / 250 / Days: 1

This course provides students with a tool to easily create a professional-looking visual product. Students will create visually engaging diagrams, maps, and drawings, using graphical elements to make information easier to comprehend.

05/18	05/19/21	OLL	6:00 PM - 2:00 AM	TLN
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Visio 2016: Part 2 / 250 / Days: 1

In Microsoft® Visio® 2016 : Part 2, students will learn about more advanced features, making themselves more efficient and effective as a Visio user.

06/21	06/22/21	OLL	4:00 PM - 12:00 AM	TLN
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Visio 2019 - Part 1 / 250 / Days: 1

In today's workplace, visual diagrams are an essential part of communication, from road maps to sales flows to process charts. Microsoft®; Visio®; provides you with an intuitive, customizable tool to easily create a professional-looking visual product by using its extensive gallery of shapes. By following the exercises in this course, you will be empowered to create visually engaging diagrams, maps, and drawings, using graphical elements to make information easier to comprehend.

05/18	05/19/21	OLL	4:00 PM - 12:00 AM	TLN
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Visio 2019 - Part 2 / 250 / Days: 1

Microsoft®; Visio®; stands out among similar applications because of its unique ability to draw a wide variety of diagrams, flowcharts, workflows, and organization structures—anything that can be represented by shapes connected by lines. Most importantly, these shapes can be rearranged and with corresponding lines remaining intact. Visio has improved over the years as features common among Microsoft®; Office applications have been added. Today, Visio is well integrated with other members of the Office family as well as Microsoft's cloud-based services. This greatly enriches the sharing and publishing of Visio drawings. In Microsoft®; Visio®; 2019: Part 1, you learned the basic skills needed to create and modify various Visio drawings. In Microsoft®; Visio®; 2019: Part 2, you will learn about more advanced features—making you a more efficient and effective Visio user.

06/02	06/03/21	OLL	4:00 PM - 12:00 AM	TLN
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Microsoft Visual Studio

10975 Introduction to Programming / 2975 / Days: 5

In this 5-day course, students will learn the basics of computer programming through the use of Microsoft Visual Studio 2013 and either the Visual C# or Visual Basic programming languages.

05/24	05/29/21	OLL	4:00 PM - 12:00 AM	TLN
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05/24	05/29/21	OLL	4:00 PM - 12:00 AM	TLN
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06/28	07/03/21	OLL	4:00 PM - 12:00 AM	TLN
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08/02	08/07/21	OLL	6:00 PM - 2:00 AM	TLN
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20480 Programming in HTML5 with JavaScript and CSS3 / 1490 / Days: 5

This course provides an introduction to HTML5, CSS3, and JavaScript and helps students gain basic HTML5/CSS3/JavaScript programming skills. This course is an entry point into both the Web application and Windows Store apps training paths.

07/12	07/17/21	OLL	4:00 PM - 12:00 AM	TLN
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20483C Programming in C# / 2975 / Days: 5

This course teaches developers the programming skills that are required for developers to create Windows applications using the Visual C# language. Students will review the basics of Visual C# program structure, language syntax, and implementation details, and then consolidate their knowledge throughout the week as they build an application that incorporates several features of the .NET Framework 4.7.

06/07	06/12/21	OLL	6:00 PM - 2:00 AM	TLN
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07/26	07/31/21	OLL	4:00 PM - 12:00 AM	TLN
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20486 Developing ASP.NET Core MVC Web Applications / 1490 / Days: 5

In this course, the professional web developers will learn to develop advanced ASP.NET Core MVC applications using .NET Core tools and technologies. The focus will be on coding activities that enhance the performance and scalability of the Web site application. This course will also prepare the student for exam 70-486.

05/17	05/22/21	OLL	4:00 PM - 12:00 AM	TLN
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07/12	07/17/21	OLL	4:00 PM - 12:00 AM	TLN
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Microsoft Windows

Using Microsoft Windows 10 / 250 / Days: 1

In this course, students will learn the features and functionality of the Windows 10 operating system for professional and personal use.

06/11	06/12/21	OLL	4:00 PM - 12:00 AM	TLN
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Microsoft Windows Server

10969 Active Directory Services with Windows Server / 2975 / Days: 5

Students will learn the skills you need to better manage and protect data access and information, simplify deployment and management of your identity infrastructure, and provide more secure access to data from virtually anywhere.

05/10	05/15/21	OLL	4:00 PM - 12:00 AM	TLN
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07/19	07/24/21	OLL	4:00 PM - 12:00 AM	TLN
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20740 Installation, Storage, and Compute with Windows Server 2016 / 1490 / Days: 5

This course is designed for students who are responsible for managing storage by using Windows Server 2016, and who need to understand the scenarios, requirements, and storage and compute options that are available in Windows Server 2016.

06/14	06/19/21	OLL	4:00 PM - 12:00 AM	TLN
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06/28	07/03/21	OLL	6:00 PM - 2:00 AM	TLN
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07/26	07/31/21	OLL	4:00 PM - 12:00 AM	TLN
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Course Schedule

20741 Networking with Windows Server 2016 / 2975 / Days: 5

This course provides the fundamental networking skills required to deploy & support Windows Server 2016 in most organizations. It covers IP fundamentals, remote access technologies, & more advanced content including software defined networking.

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

20742 Identity with Windows Server 2016 / 2975 / Days: 5

This course teaches IT Pros how to deploy and configure Active Directory Domain Services in a distributed environment, how to implement Group Policy, how to perform backup & restore, & how to troubleshoot Active Directory-related issues.

05/24 · 05/29/21 **OLL** 6:00 PM - 2:00 AM TLN

20744 Securing Windows Server 2016 / 2975 / Days: 5

This course teaches IT professionals how they can enhance the security of the IT infrastructure that they administer. This course begins by emphasizing the importance of assuming that network breaches have occurred already, and then teaches you how to protect administrative credentials and rights to help ensure that administrators can perform only the tasks that they need to, when they need to.

This course explains how you can use auditing and the Advanced Threat Analysis feature in Windows Server 2016 to identify security issues. You will also learn how to mitigate malware threats, secure your virtualization platform, and use deployment options such as Nano server and containers to enhance security. The course also explains how you can help protect access to files by using encryption and dynamic access control, and how you can enhance your network's security.

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

WS-011T00 Windows Server 2019 Administration / 1690 / Days: 5

The course teaches IT professionals the fundamental administration skills required to deploy and support Windows Server 2019 in most organizations.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/12 · 07/16/21 **OLL** 11:30 AM - 7:00 PM TLN

07/19 · 07/24/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

WS-012T00 Windows Server 2019 Hybrid and Azure IaaS / 1785 / Days: 3

This three-day course WS-012T00-A is intended primarily for IT Professionals who have experience with managing an on-premises Windows Server environment. Its purpose is to prepare professionals for planning, implementing, and managing environments that include Azure IaaS-hosted Windows Server-based workloads. The course covers how to leverage the hybrid capabilities of Azure, how to migrate virtual and physical server workloads to Azure IaaS, and how to manage and secure Azure VMs running Windows Server 2019.

06/21 · 06/24/21 **OLL** 4:00 PM - 12:00 AM TLN

WS-013 Azure Stack HCI / 1785 / Days: 3

This three-day course WS-013T00-A is intended primarily for IT Professionals who already have significant experience with managing an on-premises Windows Server environment. Its purpose is to cover advanced topics related to Windows Server software-defined datacenter, Azure Stack HCI, and other Azure Stack products. The course also describes the use of existing Microsoft System Center products to implement and manage software-defined datacenters with Windows Server 2019. This course is advanced and is designed for people that want to run their virtual workloads on Windows Server 2019 at medium-to-large scale using software-defined datacenter and hyper-converged principles.

05/10 · 05/13/21 **OLL** 6:00 PM - 2:00 AM TLN

07/21 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

WS-050T00 Migrating Application Workloads to Azure / 690 / Days: 2

This workshop reveals how to migrate existing on-premises workloads and assets to the cloud, specifically to the Microsoft Azure platform. Discover how to assess and evaluate an existing on-premises environment in preparation for a cloud migration. You will also learn how to monitor and optimize your Azure-based workloads to maximize return on investment (ROI), and use Azure services to protect and manage your virtual machines, applications, and data.

08/02 · 08/04/21 **OLL** 6:00 PM - 2:00 AM TLN

Microsoft Word

Microsoft Word for Office 365 (Desktop or Online) - Part 1 / 250 / Days: 1

In this course, you'll learn how to use Word on the desktop to create and edit simple documents; format documents; add tables and lists; add design elements and layout options; and proof documents. This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Word Associate (Office 365 and Office 2019): Exam MO-100 and Word Expert (Office 365 and Office 2019): Exam MO-101 certification exams.

06/01 · 06/02/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 06/29/21 **OLL** 6:00 PM - 2:00 AM TLN

07/29 · 07/30/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Word for Office 365 (Desktop or Online) - Part 2 / 250 / Days: 1

Creating professional-looking documents can help you give your organization a competitive edge. Implementing time-saving features such as document templates and automated mailings helps your organization reduce expenses. Mastering these techniques will make you a valued employee in your organization.

This course covers Microsoft Office Specialist Program exam objectives to help you prepare for the Word Associate (Office 365 and Office 2019): Exam MO-100 and Word Expert (Office 365 and Office 2019): Exam MO-101 certification exams.

06/08 · 06/09/21 **OLL** 4:00 PM - 12:00 AM TLN

07/06 · 07/07/21 **OLL** 6:00 PM - 2:00 AM TLN

08/03 · 08/04/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Word for Office 365 (Desktop or Online) - Part 3 / 250 / Days: 1

In this course, you'll learn how to use Word to create and edit simple documents; format documents; add tables and lists; add design elements and layout options; and proof documents.

06/16 · 06/17/21 **OLL** 4:00 PM - 12:00 AM TLN

Word 2016 - Part 1 / 250 / Days: 1

In this course, students learn how to use Word 2016 to create and edit simple documents; format documents; add tables and lists; add design elements and layout options; and proof documents.

05/12 · 05/13/21 **OLL** 4:00 PM - 12:00 AM TLN

06/01 · 06/02/21 **OLL** 6:00 PM - 2:00 AM TLN

06/22 · 06/23/21 **OLL** 4:00 PM - 12:00 AM TLN

Word 2016 - Part 2 / 250 / Days: 1

In this course, students learn the features which enable them to create complex documents with a consistent look and feel. Students will also learn how to automate tedious tasks such as preparing a letter to send to every customer of your organization.

05/19 · 05/20/21 **OLL** 4:00 PM - 12:00 AM TLN

06/09 · 06/10/21 **OLL** 6:00 PM - 2:00 AM TLN

06/30 · 07/01/21 **OLL** 4:00 PM - 12:00 AM TLN

Word 2016 - Part 3 / 250 / Days: 1

Microsoft® Word 2016 enables you to do far more than simple word processing. This course covers Microsoft Office Specialist exam objectives to help students prepare for the Word 2016 Exam and the Word 2016 Expert Exam.

06/17 · 06/18/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

Word 2019 - Part 1 / 250 / Days: 1

In this course, you'll learn how to use Word 2019 to create and edit simple documents; format documents; add tables and lists; add design elements and layout options; and proof documents. Microsoft® Word 2019 is designed to help you move smoothly through the task of creating professional-looking documents. Its rich features and powerful tools can make your work easy, and even fun.

06/02 · 06/03/21 **OLL** 6:00 PM - 2:00 AM TLN

06/30 · 07/01/21 **OLL** 4:00 PM - 12:00 AM TLN

07/02 · 07/02/21 **OLL** 11:30 AM - 7:00 PM TLN

07/28 · 07/29/21 **OLL** 4:00 PM - 12:00 AM TLN

Word 2019 - Part 2 / 250 / Days: 1

Creating professional-looking documents can give you and your organization a competitive edge. Implementing time-saving features such as document templates and automated mailings can help reduce expenses. Mastering these techniques will make you a valued employee in your organization.

05/13 · 05/14/21 **OLL** 4:00 PM - 12:00 AM TLN

06/10 · 06/11/21 **OLL** 6:00 PM - 2:00 AM TLN

07/08 · 07/09/21 **OLL** 4:00 PM - 12:00 AM TLN

08/05 · 08/06/21 **OLL** 4:00 PM - 12:00 AM TLN

Word 2019 - Part 3 / 250 / Days: 1

Microsoft® Word enables you to do far more than simple word processing. Word includes advanced image manipulation tools, collaboration features, cross-referencing and linking tools, entry forms and data collection, security features, and tools to automate document production.

06/18 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

06/21 · 06/22/21 **OLL** 4:00 PM - 12:00 AM TLN

07/23 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Miscellaneous

10967 Fundamentals of a Windows Server Infrastructure / 2975 / Days: 5

Students will learn basic skills and knowledge required to build a Windows Server Infrastructure, as well as networking architecture and topologies, security considerations and best practices and Windows Server administration skills and technologies.

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

Advanced Programming Techniques with Python / 2025 / Days: 3

Python continues to be a popular programming language, perhaps owing to its easy learning curve, small code footprint, and versatility for business, web, and scientific uses. Python is useful for developing custom software tools, applications, web services, and cloud applications. In this course, you'll build upon your basic Python skills, learning more advanced topics such as object-oriented programming patterns, development of graphical user interfaces, data management, creating web service-connected apps, performing data science tasks, unit testing, and creating and installing packages and executable applications.

05/26 · 05/29/21 **OLL** 6:00 PM - 2:00 AM TLN

AZ-303T00 - Microsoft Azure Architect Technologies / 1490 / Days: 5

This course teaches Solutions Architects how to translate business requirements into secure, scalable, and reliable solutions. Lessons include virtualization, automation, networking, storage, identity, security, data platform, and application infrastructure. This course outlines how decisions in each these area affects an overall solution.

05/10 · 05/15/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

06/21 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

AZ-304T00 - Microsoft Azure Architect Design / 1190 / Days: 4

This course teaches Solutions Architects how to translate business requirements into secure, scalable, and reliable solutions. Lessons include design considerations related to logging, cost analysis, authentication and authorization, governance, security, storage, high availability, and migration. This role requires decisions in multiple areas that affect an overall design solution.

06/01 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

06/28 · 07/02/21 **OLL** 6:00 PM - 2:00 AM TLN

07/26 · 07/30/21 **OLL** 4:00 PM - 12:00 AM TLN

CertNexus Data Science for Business Professionals (DSBIZ) / 249 / Days: 1

The ability to identify and respond to changing trends is a hallmark of a successful business. Whether those trends are related to customers and sales or to regulatory and industry standards, businesses are wise to keep track of the variables that can affect the bottom line. In today's business landscape, data comes from numerous sources and in diverse forms. By leveraging data science concepts and technologies, businesses can mold all of that raw data into information that facilitates decisions to improve and expand the success of the business.

07/19 · 07/20/21 **OLL** 8:30 PM - 12:00 AM TLN

CompTIA Security+ Certification (Exam SY0-501) / (CALL) / Days: 5

In this course, students will build on their knowledge of and professional experience with security fundamentals, networks, and organizational security as you acquire the specific skills required to implement basic security services on any type of computer network.

07/05 · 07/09/21 **OLL** 11:00 AM - 7:00 PM TLN

CompTIA Server+ Certification (Exam SK0-004) / 2975 / Days: 5

This course builds on existing professional experience with personal computer hardware support to present the next tier of skills & concepts students will use on the job when administering any type of network server. If your job duties include server troubleshooting, installation, or maintenance, or if you are preparing for any type of network server-related career, it provides the primary knowledge and skills you will require to be successful. The CompTIA® Server+® (Exam SK0-004) course can also benefit you if you are preparing to take the CompTIA Server+ examination (Exam SK0-004).

06/14 · 06/19/21 **OLL** 4:00 PM - 12:00 AM TLN

Dare to Lead™ / 1595 / Days: 6

This workshop is all about your own leadership self-awareness, identifying your call to courage as a leader and the learning, practice and integration of the four courage skills sets so you can show up authentically in life and leadership.

Dare to Lead™ is the ultimate playbook for developing brave leaders and courageous cultures. The greatest barrier to daring leadership is not fear; the greatest obstacle is armor & how we self-protect when we feel uncertainty, risk and emotional exposure. Learn the skills to move from armored leadership to daring leadership. Daring leaders are self-aware, know how to have hard conversations, hold themselves and others accountable, build trust, lead with empathy and connection, take smart risks that lead to innovation, reset quickly after disappointments and setbacks, and give and receive feedback. This interactive curriculum is delivered in five, half-day sessions and is based on the research by Brené Brown.

06/21 · 06/25/21 **OLL** 5:00 PM - 10:00 PM TLN

Course Schedule

DP-203T00 Data Engineering on Microsoft Azure / 2380 / Days: 4

In this course, the student will learn about the data engineering patterns and practices as it pertains to working with batch and real-time analytical solutions using Azure data platform technologies. Students will begin by understanding the core compute and storage technologies that are used to build an analytical solution. They will then explore how to design an analytical serving layers and focus on data engineering considerations for working with source files. The students will learn how to interactively explore data stored in files in a data lake. They will learn the various ingestion techniques that can be used to load data using the Apache Spark capability found in Azure Synapse Analytics or Azure Databricks, or how to ingest using Azure Data Factory or Azure Synapse pipelines. The students will also learn the various ways they can transform the data using the same technologies that is used to ingest data. The student will spend time on the course learning how to monitor and analyze the performance of analytical system so that they can optimize the performance of data loads, or queries that are issued against the systems. They will understand the importance of implementing security to ensure that the data is protected at rest or in transit. The student will then show how the data in an analytical system can be used to create dashboards, or build predictive models in Azure Synapse Analytics.

07/06 · 07/10/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Excel for Office 365 or Office 2019: Dashboards [v1.01] / 295 / Days: 1

<p>Today's world runs on data more than ever before and that's a trend not likely to change, or even slow down, any time soon. With the tremendous amount of available data, the ability to make sense of it continues to be an ongoing challenge. You already know how to use Excel to perform simple calculations and modify worksheets to make them easier to read, interpret, and present to others. But Excel is capable of doing so much more.</p>

<p>To gain a truly competitive edge, you need to be able to extract actionable organizational intelligence from your raw data, and present it in a visually compelling format that enables decision makers to view key trends and gain insights. And that's exactly what this course aims to help you do.</p>

<p>This course builds upon the foundational knowledge presented in the Microsoft® Excel®; for Office 365®; (Desktop or Online): Part 1 course and introduces the basics of data analysis and how to use Excel to create informative dashboards.</p>

05/28 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

07/23 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Microsoft Power BI Reports and Dashboards for Business Users / (CALL) / Days: 1

Power BI provides a variety of methods for using reports and dashboards within which data can be viewed and analyzed visually.

06/21 · 06/21/21 **OLL** 11:30 AM - 7:00 PM TLN

Microsoft Teams for the Remote Business User / (CALL) / Days: 1

Done in a show and Tell style, this course is designed to give business users a thorough understanding of how to use Teams features from an organizational perspective.

06/02 · 06/02/21 **OLL** 1:30 PM - 4:30 PM TLN

PRINCE2

PRINCE2® Foundation 6th Edition / 1390 / Days: 3

Whether you are a seasoned Project Manager, have only a few years of project management experience, or are just beginning your career, this course can be a great help for you. Demonstrating best practices in project management—both on the job and through professional certification—is crucial for competing in today's fast-paced and highly technical workplace. In this course, you will apply the generally recognized practices of project management acknowledged by PRINCE2®. This course will also serve to prepare you for the PRINCE2®; Foundation examination.

The associated certification exam voucher is included with this course.

05/26 · 05/28/21 **OLL** 10:00 AM - 6:00 PM TLN

06/02 · 06/16/21 **OLL** 11:30 AM - 6:00 PM TLN

06/16 · 06/18/21 **OLL** 10:00 AM - 6:00 PM TLN

PRINCE2® Practitioner 6th Edition / 990 / Days: 2

If you are taking this course, you might already be a Project Manager, or you may be considering a career change and becoming one. Your ability to demonstrate best practices in project management—both on the job and through professional certification—is becoming the standard to compete in today's fast-paced and highly technical workplace. In this course, you will apply the generally recognized practices of project management acknowledged by PRINCE2®. This course will also serve to prepare you for the PRINCE2®; Practitioner examination. The associated certification exam voucher is included with this course.

06/24 · 06/25/21 **OLL** 10:00 AM - 6:00 PM TLN

Project Management

Certified Associate in Project Management (CAPM)® Course - Sixth Edition / 2380 / Days: 4

In this class you will learn to apply project management processes acknowledged by the Project Management Institute, Inc. (PMI)®; to successfully plan and execute projects. This course will also prepare you for the CAPM, a globally-recognized certification of excellence in project management.

05/25 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

Project Management Professional (PMP)® Training / 2995 / Days: 5

This course is based on the 2021 PMP certification exam criteria.

This course is designed for project managers at all levels of experience. Your ability as a project manager to demonstrate best practices in project management—both on the job and through professional certification—is essential to compete in today's fast-paced, highly technical, and dispersed workplace. The skills and knowledge you gain in this course will help you avoid making costly mistakes and increase your competitive edge.

In this course, you will apply the generally recognized practices of project management acknowledged by the Project Management Institute (PMI)®; to successfully manage projects. Additionally, this course can be a significant part of your preparation for the PMP certification exam. For those planning to sit the exam, this course comes with an exam simulator that contains over 500 online sample questions, 70 project management templates and over 300 flashcards based on PMI definitions.

05/10 · 05/15/21 **OLL** 6:00 PM - 2:00 AM TLN

05/24 · 05/29/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

Python Programming

Introduction to Programming with Python® (v1.0) / 990 / Days: 2

Though Python® has been in use for nearly thirty years, it has become one of the most popular languages for software development, particularly within the fields of data science, machine learning, artificial intelligence, and web development—all areas in which Python is widely used. Whether you're relatively new to programming, or have experience in other programming languages, this course will provide you with a comprehensive first exposure to the Python programming language that can provide you with a quick start in Python, or as the foundation for further learning.

You will learn elements of the Python 3 language and development strategies by creating a complete program that performs a wide range of operations on a variety of data types, structures, and objects, implements program logic through conditional statements and loops, structures code for reusability through functions, classes, and modules, reads and writes files, and handles error conditions

05/24 · 05/26/21 **OLL** 6:00 PM - 2:00 AM TLN

Python 3 Essentials / 3495 / Days: 5

An introductory and beyond-level practical, hands-on Python training course that leads the student from the basics of writing and running Python scripts to more advanced features.

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

Using Data Science Tools in Python® (v1.0) / 1198 / Days: 2

More and more organizations are turning to data science to help guide business decisions. Regardless of industry, the ability to extract knowledge from data is crucial for a modern business to stay competitive. One of the tools at the forefront of data science is the Python® programming language. Python's robust libraries have given data scientists the ability to load, analyze, shape, clean, and visualize data in easy to use, yet powerful, ways. This course will teach you the skills you need to successfully use these key libraries to extract useful insights from data, and as a result, provide great value to the business

06/14 · 06/16/21 **OLL** 6:00 PM - 2:00 AM TLN

08/05 · 08/07/21 **OLL** 4:00 PM - 12:00 AM TLN

QuickBooks

Get Going with QuickBooks / 790 / Days: 2

05/17 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

07/14 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

Keep Going with QuickBooks / 790 / Days: 2

05/20 · 05/22/21 **OLL** 6:00 PM - 2:00 AM TLN

Keep Going with QuickBooks / 790 / Days: 2

07/20 · 07/22/21 **OLL** 6:00 PM - 2:00 AM TLN

Salesforce

Salesforce.com - Sales Cloud for Sales Representatives / 600 / Days: 1

This course will give students the knowledge and skills they need to use Salesforce® in the real world—ultimately enabling them to meet and exceed their sales targets.

07/12 · 07/13/21 **OLL** 6:00 PM - 2:00 AM TLN

Scrum

Scrum Developer Certified (SDC®) / 1495 / Days: 2

In this course, students learn to understand the basics of Scrum, effectively contribute to a Scrum project, and learn how to enable Scrum Team members to apply Scrum effectively in Scrum/Agile projects. Successful candidates will be awarded the Scrum Developer Certified (SDC™) certification by SCRUMstudy after passing the included certification exam.

06/28 · 06/30/21 **OLL** 4:00 PM - 12:00 AM TLN

Scrum Master Certified (SMC®) / 1495 / Days: 2

This course guides & teaches Scrum practices to everyone involved in the project; clears impediments for the team; and, ensures that Scrum processes are being followed.

Your enrollment in this class includes the Scrum Master Certified exam voucher

05/17 · 05/19/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/23/21 **OLL** 6:00 PM - 2:00 AM TLN

07/19 · 07/21/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/04/21 **OLL** 4:00 PM - 12:00 AM TLN

Scrum Product Owner Certified (SPOC®) / 1495 / Days: 2

Scrum Product Owner Certified (SPOC®) certification exam is designed to confirm applicants practical and working knowledge of Scrum that equips them to handle the business aspects and stakeholders in a Scrum environment. Successful candidates will be awarded the Scrum Product Owner Certified (SPOC®) certification by SCRUMstudy after passing the included certification exam. The certification exam voucher is included in this course so you can take the exam at your convenience.

06/24 · 06/26/21 **OLL** 4:00 PM - 12:00 AM TLN

SCRUMstudy Agile Master Certified (SAMC™) / 2250 / Days: 3

Agile relies on adaptive planning and iterative development and delivery. It focuses primarily on the value of people in getting the job done effectively. Successful candidates will be awarded the SCRUMstudy Agile Master Certified (SAMC®) certification by SCRUMstudy after passing the included certification exam. The certification exam voucher is included in this course so you can take the exam at your convenience.

06/02 · 06/05/21 **OLL** 4:00 PM - 12:00 AM TLN

SHRM

SHRM Essentials of HR Management / 1390 / Days: 2

Gain the critical knowledge necessary to help reduce costs, avoid potential lawsuits, and improve your ability to handle challenging HR issues. This program is ideal if you are just starting out in the HR profession. As an official Society for Human Resource Management (SHRM) Education Partner, New Horizons is proud to have Recertification Provider status. This course qualifies for 14 Professional Development Credits with SHRM.

06/28 · 06/30/21 **OLL** 4:00 PM - 12:00 AM TLN

Six Sigma

Lean Six Sigma Black Belt / 3500 / Days: 5

The accelerated lean Six Sigma Black Belt program and methodology allows students to complete certification requirements faster than traditional Six Sigma and Lean training programs. Successful candidates will be awarded the Lean Six Sigma Black Belt certification from Lean Sigma Corporation after passing the included Practicum certification exam. The certification exam is included in this course and you can take the exam at your convenience after passing section quizzes. You must complete the exam within 6 months of class. The exam requires the use of the MiniTab application. A free 30 day trial is available for student usage.

06/07 · 06/12/21 **OLL** 6:00 PM - 2:00 AM TLN

07/19 · 07/24/21 **OLL** 4:00 PM - 12:00 AM TLN

Lean Six Sigma Green Belt / 2800 / Days: 4

The accelerated Lean Six Sigma Green Belt program and methodology allows students to complete certification requirements faster than traditional Six Sigma and Lean training programs. Successful candidates will be awarded the Lean Six Sigma Green Belt certification from Lean Sigma Corporation after passing the included certification exam. The certification exam is included in this course and you can take the exam at your convenience after passing section quizzes. You must complete the exam within 6 months of class.

05/10 · 05/14/21 **OLL** 4:00 PM - 12:00 AM TLN

05/24 · 05/28/21 **OLL** 6:00 PM - 2:00 AM TLN

06/14 · 06/18/21 **OLL** 4:00 PM - 12:00 AM TLN

Course Schedule

Lean Six Sigma Green Belt / 2800 / Days: 4

The accelerated Lean Six Sigma Green Belt program and methodology allows students to complete certification requirements faster than traditional Six Sigma and Lean training programs. Successful candidates will be awarded the Lean Six Sigma Green Belt certification from Lean Sigma Corporation after passing the included certification exam. The certification exam is included in this course and you can take the exam at your convenience after passing section quizzes. You must complete the exam within 6 months of class.

07/12 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

Tableau

Tableau® Desktop: Part 1 (Second Edition) (v1.0) / 699 / Days: 2

As technology progresses and becomes more interwoven with our businesses and lives, more and more data is collected about business and personal activities. This era of "big data" has exploded due to the rise of cloud computing, which provides an abundance of computational power and storage, allowing organizations of all sorts to capture and store data. Leveraging that data effectively can provide timely insights and competitive advantage. The creation of data-backed visualizations is a key way data scientists, or any professional, can explore, analyze, and report insights and trends from data. Tableau®; software is designed for this purpose. Tableau was built to connect to a wide range of data sources and allows users to quickly create visualizations of connected data to gain insights, show trends, and create reports. Tableau's data connection capabilities and visualization features go far beyond those that can be found in spreadsheets, allowing users to create compelling and interactive worksheets, dashboards, and stories that bring data to life and turn data into thoughtful action.

06/08 · 06/10/21 **OLL** 4:00 PM - 12:00 AM TLN

07/13 · 07/15/21 **OLL** 6:00 PM - 2:00 AM TLN

Tableau® Desktop: Part 2 (Second Edition) (v1.0) / 699 / Days: 2

The advent of cloud computing and storage has ushered in the era of "big data." With the abundance of computational power and storage, organizations and employees with many different roles and responsibilities can benefit from analyzing data to find timely insights and gain competitive advantage. Data-backed visualizations allow anyone to explore, analyze, and report insights and trends from data. Tableau®; software is designed for this purpose. Tableau was built to connect to a wide range of data sources and allows users to quickly create visualizations of connected data to gain insights, show trends, and create reports. Beyond the fundamental capabilities of creating data driven visualizations, Tableau allows users to manipulate data with calculations to show insights, make visualizations interactive, and perform statistical analysis. This gives users the ability to create and share data driven insights with peers, executives, and clients.

06/10 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

07/15 · 07/17/21 **OLL** 6:00 PM - 2:00 AM TLN

VMware Horizon

VMware Horizon 8: Deploy and Manage / 4250 / Days: 5

VMware Horizon 8: Deploy and Manage is a five-day combination course of VMware Horizon 8: Skills for Virtual Desktop Management & VMware Horizon 8: Infrastructure Administration. This training collection gives you the hands-on skills to deliver virtual desktops and applications through a single virtual desktop infrastructure platform. You will build on your skills in configuring and managing VMware Horizon®; 8 through a combination of lecture and hands-on labs. You learn how to configure and deploy pools of virtual machines and how to provide a customized desktop environment to end-users. Additionally, you will learn how to install and configure a virtual desktop infrastructure platform. You learn how to install and configure VMware Horizon®; Connection Server®; VMware Unified Access Gateway®; how to configure a load balancer for use with Horizon, and how to establish Cloud Pod Architecture

06/14 · 06/19/21 **OLL** 6:00 PM - 2:00 AM TLN

VMware vSphere

VMware vSphere: Install, Configure, Manage [v7.0] / 4250 / Days: 5

This course features intensive hands-on training that focuses on installing, configuring, and managing VMware vSphere®; 7, which includes VMware ESXi®; 7 and VMware vCenter Server®; 7. This course prepares you to administer a vSphere infrastructure for an organization of any size. This course is the foundation for most of the other VMware technologies in the software-defined data center.

05/17 · 05/22/21 **OLL** 4:00 PM - 12:00 AM TLN

06/07 · 06/12/21 **OLL** 4:00 PM - 12:00 AM TLN

06/21 · 06/26/21 **OLL** 6:00 PM - 2:00 AM TLN

07/12 · 07/17/21 **OLL** 4:00 PM - 12:00 AM TLN

07/26 · 07/31/21 **OLL** 4:00 PM - 12:00 AM TLN

08/02 · 08/07/21 **OLL** 6:00 PM - 2:00 AM TLN

Workplace Fundamentals

10 Soft Skills You Need / 395 / Days: 1

In this course, students will develop a core set of soft skills by managing and looking at the way people interact and seeing things in a new light.

07/06 · 07/07/21 **OLL** 4:00 PM - 12:00 AM TLN

Accounting Essentials / 395 / Days: 1

In this course, students will learn about accounting fundamentals.

07/19 · 07/20/21 **OLL** 4:00 PM - 12:00 AM TLN

Business Writing / 395 / Days: 1

This course offers effective strategies to sharpen your writing skills by structuring your ideas logically, exercising diplomacy in letters and reports, and shaping your arguments.

05/25 · 05/26/21 **OLL** 4:00 PM - 12:00 AM TLN

05/25 · 05/26/21 **OLL** 4:00 PM - 12:00 AM TLN

06/29 · 06/30/21 **OLL** 4:00 PM - 12:00 AM TLN

07/29 · 07/30/21 **OLL** 4:00 PM - 12:00 AM TLN

Change Management / 395 / Days: 1

This workshop will give all participants an understanding of how change is implemented and some tools for managing their reactions to change.

06/01 · 06/02/21 **OLL** 6:00 PM - 2:00 AM TLN

Coaching and Mentoring / 395 / Days: 1

This workshop focuses on how to better coach your employees to higher performance.

06/08 · 06/09/21 **OLL** 6:00 PM - 2:00 AM TLN

Communication Strategies / 395 / Days: 1

In this course students will understand the different methods of communication and how to make the most of each of them.

06/30 · 07/01/21 **OLL** 4:00 PM - 12:00 AM TLN

Conflict Resolution / 395 / Days: 1

Participants will learn crucial conflict management skills, including dealing with anger and using the Agreement Frame. If left unchecked or not resolved it can lead to lost production, absences, attrition, and even law suits.

06/03 · 06/04/21 **OLL** 6:00 PM - 2:00 AM TLN

08/02 · 08/03/21 **OLL** 4:00 PM - 12:00 AM TLN

Creative Problem Solving / 395 / Days: 1

This workshop will give students an overview of the creative problem solving process, as well as key problem solving tools that they can use every day. Skills such as brainstorming, information gathering, & analyzing data will be covered during class.

07/15 · 07/16/21 **OLL** 4:00 PM - 12:00 AM TLN

Critical Thinking / 395 / Days: 1

In this course, students will learn develop their ability to analyze and evaluate information.

05/20 · 05/21/21 **OLL** 4:00 PM - 12:00 AM TLN

07/09 · 07/10/21 **OLL** 6:00 PM - 2:00 AM TLN

Course Schedule

<p>Email Etiquette / 395 / Days: 1</p> <p>In this course, students will learn about e-mail policies and learn how to write professional e-mail memos that convey appropriate messages.</p> <p>06/22 · 06/23/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Organizational Skills / 395 / Days: 1</p> <p>Developing good Organizational Skill is an investment that will provide benefits for years. To be successful means to be organized. These skills will filter through all aspects of your participants professional and personal lives.</p> <p>07/16 · 07/17/21 OLL 6:00 PM - 2:00 AM TLN</p>	<p>Supervising Others / 395 / Days: 1</p> <p>In this course, students will develop the skills required to be more efficient and proficient supervisors.</p> <p>06/22 · 06/23/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Excellence in Customer Service (Basic) / 275 / Days: 1</p> <p>As a customer service representative, you are expected to handle customer interactions in the best way possible. The expectations of both your company and your customers hinge on your ability to provide the right service in the right way. In this course, you will explore the background and techniques of customer interactions.</p> <p>Providing quality customer care ensures that every single contact with your company is a positive experience. Customers can range from external consumers to internal employees in other departments. Knowing how to provide the same level of service to all customers will enrich your time spent at work by establishing positive business relationships. Recognizing crucial points throughout customer interactions increases your ability to solve problems and offer affirmative solutions. Applying this knowledge to trends in service and consumer desires allows you to contribute to the company's bottom line and make a customer's life a little easier.</p> <p>07/27 · 07/28/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Performance Management / 395 / Days: 1</p> <p>In this course, students learn to identify and manage difficult employees, monitor their behavior, develop clear and effective communications techniques, give and receive feedback, identify workplace conflicts and present resolutions.</p> <p>06/11 · 06/12/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Teamwork and Team Building / 395 / Days: 1</p> <p>This workshop will encourage you to explore the different aspects of a team, as well as ways that they can become a top-notch team performer.</p> <p>06/25 · 06/26/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Handling a Difficult Customer / 395 / Days: 1</p> <p>In this course, students will gain a valuable skill set to deal with difficult customers in various situations.</p> <p>07/07 · 07/08/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Presentation Skills / 395 / Days: 1</p> <p>In this course, students will learn active listening skills to facilitate the exchange of ideas in meetings and presentations. They will also organize your ideas to create coherent and convincing oral presentations.</p> <p>06/03 · 06/04/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Time Management / 395 / Days: 1</p> <p>The Time Management workshop will cover strategies to help participants learn crucial strategies that include personal motivation, delegation skills, organization tools, and crisis management.</p> <p>06/03 · 06/04/21 OLL 4:00 PM - 12:00 AM TLN 08/06 · 08/07/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Interpersonal Skills / 395 / Days: 1</p> <p>In this course, students will be shown how to apply advanced verbal and written communication techniques in the workplace.</p> <p>06/08 · 06/09/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Project Management Essentials / 1785 / Days: 3</p> <p>If you are taking this course, you probably have some exposure to managing projects, or you may be considering embarking on a career as a professional project manager. Your ability as a project manager to demonstrate best practices in project management on the job is becoming the standard to compete in today's fast-paced and highly technical workplace. In this course, you will apply the generally recognized practices of project management to successfully manage projects.</p> <p>06/14 · 06/17/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Project Management Fundamentals / 595 / Days: 1</p> <p>In this course, students will identify effective project management practices and their related processes. They will examine the elements of sound project management and apply the generally recognized practices to successfully manage projects.</p> <p>05/18 · 05/19/21 OLL 4:00 PM - 12:00 AM TLN 06/08 · 06/09/21 OLL 4:00 PM - 12:00 AM TLN 07/07 · 07/08/21 OLL 6:00 PM - 2:00 AM TLN 08/04 · 08/05/21 OLL 4:00 PM - 12:00 AM TLN</p>
<p>Leadership and Influence / 395 / Days: 1</p> <p>Once you learn the techniques of true Leadership And Influence, you will be able to build the confidence it takes to take the lead.</p> <p>06/29 · 06/30/21 OLL 4:00 PM - 12:00 AM TLN</p>	<p>Negotiation Skills / 395 / Days: 1</p> <p>This workshop will give participants an understanding of the phases of negotiation, tools to use during a negotiation, and ways to build win-win solutions for all those involved.</p> <p>07/14 · 07/15/21 OLL 4:00 PM - 12:00 AM TLN</p>	