



Information Systems and Computing

Technology Training Services

On-Campus Computer Classes

ISC Technology Training Services has established a relationship with ONLC Training Centers to provide classes conveniently located on Penn's Campus at a discount to members of the Penn Community.

Classes taken at Penn are up to 25% less expensive than comparable classes off campus. All classes are held in state-of-the-art facilities of the ISC Computer Labs at 3650 Chestnut Street (Sansom Place West).

Classes are regularly scheduled and include sessions for...

Access • Acrobat • BusinessObjects • Cascading Style Sheets
Dreamweaver • Excel • FilemakerPro • Fireworks • Flash
HTML • Illustrator • In-Design • MS Project • Outlook
Photoshop • PowerPoint • Publisher • SharePoint
Visio • Vista • Word

Training is hands-on and instructor-led. Register early to ensure your seat.

Microsoft Office 2007 Classes

Most businesses rely on the applications within Microsoft Office 2007—Word, Excel, Access, Outlook, and PowerPoint—to create, maintain and distribute professional looking documents, worksheets and presentations.

You can come up to speed with these Office 2007 applications with training on-campus. Most classes are one day in length and cost \$190 per person. Visit our web site for the course outlines and upcoming class dates.

Web Design Classes

A web site is an essential part for groups and businesses today. Fundamental knowledge of HTML and CSS plus powerful design tools like Dreamweaver, Flash, Fireworks and Photoshop let you bring web pages to life. Learn these applications on-campus with hands-on, instructor-led training. Most classes are two days in duration and cost between \$494 and \$570 per person.

For Computer Training Schedule & Registration:

web: www.upenn.edu/computing/isc/training or tel: 1.800.288.8221

Technology Training Services

Info Via Email

Receive training updates via email when you send your contact information to: learnit@isc.upenn.edu

Computer Lab Rental

Rent the ISC Labs for full-day, half-day, and weekly events. Located at the corner of 37th & Chestnut, it's a convenient, cost-effective place to hold your events.

To Schedule a Tour & for More Rental Information:
215.573.3102

Class Registration & Payment

Register for class via the web or by calling ONLC at 1.800.288.8221. For web registrations you must provide **EITHER**:

- Purchase Order number from your business administrator. ONLC's vendor number is 48275.

OR

- Your Penn Purchasing Card

Penn receives a discount for on- and off-campus classes. This discount is available to all members of the Penn Community including Penn, HUP, CHOP, Wistar employees and their immediate family.

For Information:

www.upenn.edu/computing/isc/training



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INTRAMURAL MAILING

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