Training Calendar

OIT Support Center and Training -Providing consultation, solutions and training for University computing needs.

JUNE 2009 SCHEDULE

Tuesday, June 2
9:00 - 11:00 AM
QMenu
Butrovich 104
Instructor: Cara Brunk

Wednesday, June 3
1:30 - 4:30 PM
Microsoft Excel 2
Butrovich 104
Instructor: Martin Miller

Thursday, June 4
1:30 - 4:30 PM
Roxen UAF
Butrovich 104
Instructor: Martin Miller

Tuesday, June 9
9:00 AM - Noon
QAdhoc
Butrovich 104
Instructor: Cara Brunk

Thursday, June 11
8:00 AM - Noon
Banner Navigation
Butrovich 104
Instructor: Cara Brunk

Thursday, June 11
1:30 - 3:30 PM
Roxen Forms and Menus
Butrovich 104
Instructor: Martin Miller

Wednesday, June 17
1:30 - 4:30 PM
Microsoft Excel 3
Butrovich 104
Instructor: Martin Miller

Thursday, June 18
1:30 - 4:30 PM
Roxen UAF
Butrovich 104
Instructor: Martin Miller

Wednesday, June 24
8:00 AM - Noon
Moving Up to MS Outlook 07
Butrovich 104
Instructor: Cara Brunk

Thursday, June 25
1:30 - 3:30 PM
Roxen Forms and Menus
Butrovich 104
Instructor: Martin Miller

■ SIGN UP TODAY!

They're FREE! To sign up visit:
http://www.alaska.edu/oit/training/

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COURSE DESCRIPTIONS

Banner Navigation
An intro to Banner Navigation, this covers the basics of interface, forms, navigation methods, and basic security. Requirement: Access to Banner TRNX.

Roxen UAF
An introduction to the NEW Roxen, featuring updated templates used in any UAF or Statewide site created after July '08. Great for first-time users or those migrating their sites to the NEW Roxen.

Roxen Forms and Menus
Learn to modify menus and create forms using NEW Roxen templates. Prerequisite: Roxen UAF.

Microsoft Excel 2
Class covers basic layout and terminology, how to enter text and set up simple formulas.

Microsoft Excel 3
Class covers basic layout and terminology, how to enter text and set up simple formulas.

Moving Up to MS Outlook 2007
Class covers basic layout and terminology, how to enter text and set up simple formulas.

QAdhoc
Class covers basic layout and terminology, how to enter text and set up simple formulas.

QMenu
Class covers basic layout and terminology, how to enter text and set up simple formulas.

SPECIAL REQUESTS

The following classes are available by request:
- MS Project
- Peregrine-Service Management
- Peregrine-Incident Management
- Secure Shell

To request one of the above classes contact:
Office of Information Technology
Martin Miller, Sr. IT Trainer
ph: 450-8304 email: **sytrain@alaska.edu**