

Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|------|--------|-------|-------|-------|----------|-------|-------|
| Soft Skills | | | | | | | | | |
| Soft Skills for IT Professional | | | | | | | | | |
| EF01 | Effective Communication Skills for IT Professionals (New) | 1 | 4,000 | 10 | | 3 | | | |
| PT01 | Presentation Skills for IT Professionals (New) | 2 | 12,000 | | 20-21 | | | | |
| PM01 | People Skills for Project Manager (New) | 2 | 10,000 | 30-31 | | 17-18 | | | |
| Systems & Network Infrastructures | | | | | | | | | |
| Microsoft Azure | | | | | | | | | |
| AZ-100 | Microsoft Azure Infrastructure and Deployment (New) | 5 | 20,000 | | 5-9 | | | 4-8 | |
| AZ-101 | Microsoft Azure Integration and Security (New) | 4 | 16,000 | | | 2-5 | | 4-7 | |
| AZ-200 | Microsoft Azure Developer Core Solutions (New) | 4 | 16,000 | | | 9-12 | | 11-14 | |
| AZ-201 | Microsoft Azure Developer Advanced Solutions (New) | 4 | 16,000 | | | 23-26 | | 25-28 | |
| 10979 | Introduction to Microsoft Azure for IT Professionals | 2 | 8,000 | | 15-16 | | | 18-19 | |
| 20533 | Implementing Microsoft Azure Infrastructure Solutions | 5 | 20,000 | | | 2-6 | | | 16-20 |
| 10992 | Integrating On-Premises Core Infrastructure with Microsoft Azure | 3 | 12,000 | 8-10 | | | 7-9 | | |
| 10993 | Integrating On-Premises Identity Infrastructure with Microsoft Azure | 2 | 8,000 | 11-12 | | | 10-11 | | |
| Microsoft 365 and Office 365 for IT Professional | | | | | | | | | |
| MS-100T01 | Microsoft 365 Identity and Services (New) | 2 | 8,000 | 1-2 | | | 30 Sep-1 | | |
| MS-100T02 | Microsoft 365 Tenant & Service Management (New) | 1 | 4,000 | 3 | | | 2 | | |
| MS-100T03 | Microsoft 365 Identity Management (New) | 2 | 8,000 | 4-5 | | | 3-4 | | |
| MS-101T01 | Microsoft 365 Security Management (New) | 1 | 4,000 | 22 | | | 28 | | |
| MS-101T02 | Microsoft 365 Compliance Management (New) | 2 | 8,000 | 23-24 | | | 29-30 | | |
| MS-101T03 | Microsoft 365 Device Management (New) | 1 | 4,000 | 25 | | | 31 | | |
| MS-200T01 | Understanding the Modern Messaging Infrastructure (New) | 2 | 8,000 | | 5-6 | | | 4-5 | |
| MS-200T02 | Managing Client Access and Mail Flow (New) | 2 | 8,000 | | 7-8 | | | 6-7 | |
| MS-200T03 | Managing Messaging High Availability and Disaster Recovery (New) | 2 | 8,000 | | 13-14 | | | 11-12 | |
| MS-201T01 | Defining a Hybrid Messaging Strategy (New) | 2 | 8,000 | | 15-16 | | | 13-14 | |
| MS-201T02 | Managing Messaging Security, Hygiene, and Compliance (New) | 2 | 8,000 | | 19-20 | | | 18-19 | |
| MS-300T01 | Managing Office 365 Content Services (New) | 2 | 8,000 | | | 2-3 | | | 2-3 |
| MS-300T02 | Managing SharePoint Online (New) | 1 | 4,000 | | | 4 | | | 4 |
| MS-300T03 | Enabling Microsoft Teams for Collaboration (New) | 1 | 4,000 | | | 5 | | | 6 |
| MS-300T04 | Enabling Office 365 Workloads for Collaboration (New) | 2 | 8,000 | | | 9-10 | | | 12-13 |
| MS-301T01 | Implementing SharePoint 2019 Infrastructure (New) | 2 | 8,000 | | | 16-17 | | | 16-7 |
| MS-301T02 | Implementing SharePoint 2019 Service Applications (New) | 2 | 8,000 | | | 18-19 | | | 18-19 |

Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|--|---|------|--------|----------|-------|-------|----------|-------|-------|
| MS-301T03 | Implementing SharePoint Hybrid Scenarios (New) | 1 | 4,000 | | | 20 | | | 20 |
| MS-301T04 | Migrating to SharePoint Online (New) | 1 | 4,000 | | | 23 | | | 23 |
| 10984 | Deploying and Managing Office 365 Hybrid Deployments (New) | 3 | 12,000 | | 14-16 | | | 6-8 | |
| 10997 | Office 365 Administration and Troubleshooting | 3 | 12,000 | | 14-16 | | 16-18 | | 11-13 |
| 20347 | Enabling and Managing Office 365 | 5 | 20,000 | 22-26 | | | 7-11 | | |
| 55265 | Microsoft Power Apps (New) | 2 | 8,000 | | 14-15 | | 16-17 | | 2-3 |
| 55268 | Microsoft Flow (New) | 1 | 4,000 | | 16 | | 18 | | 4 |
| PBM01 | Power BI Master Class (New) | 4 | 12,000 | 30-2 Aug | | 9-12 | | 11-14 | |
| 20778 | Analyzing Data with Power BI | 3 | 12,000 | | 14-16 | | 16-18 | | 11-13 |
| Microsoft Windows 10 | | | | | | | | | |
| 20697-1 | Implementing and Managing Windows 10 | 5 | 20,000 | 1-5 | | 2-6 | | 4-8 | |
| 20697-2 | Deploying and Managing Windows 10 Using Enterprise Services | 5 | 20,000 | 22-26 | | 23-27 | | 25-29 | |
| 20698 | Installing and Configuring Windows 10 | 5 | 20,000 | | 5-9 | | | 4-8 | |
| 10982 | Supporting and Troubleshooting Windows 10 | 5 | 20,000 | | 26-30 | | | 4-8 | |
| Microsoft Windows Server 2016 | | | | | | | | | |
| 20740 | Installation, Storage, and Compute with Windows Server 2016 | 5 | 20,000 | 1-5 | | 2-6 | | | 23-27 |
| 20741 | Networking with Windows Server 2016 | 5 | 20,000 | | 5-9 | | Sep 30-4 | | 16-20 |
| 20742 | Identity with Windows Server 2016 | 5 | 20,000 | 8-12 | | 16-20 | | 18-22 | |
| 20743 | Upgrading Your Skills to MCSA: Windows Server 2016 | 5 | 20,000 | | 19-23 | | | 25-29 | |
| 20744 | Securing Windows Server 2016 | 5 | 20,000 | 22-26 | | | 28-Nov 1 | | 23-27 |
| Microsoft Windows Server 2012 / 2012 R2 | | | | | | | | | |
| 10969 | Active Directory Services with Windows Server | 5 | 20,000 | 1-5 | | 9-13 | | 11-15 | |
| 10970 | Networking with Windows Server | 5 | 20,000 | | 5-9 | | Sep 30-4 | | 16-20 |
| 10971 | Storage and High Availability with Windows Server | 4 | 16,000 | 30-2 Aug | | | 15-18 | | |
| 10972 | Administering the Web Server (IIS) Role of Windows Server | 5 | 20,000 | | 5-9 | | | 4-8 | |
| 10974 | Deploying Windows Server | 3 | 12,000 | | 14-16 | | | | 11-13 |
| 55021 | Configuring and Administering Hyper-V in Windows Server 2012 | 3 | 12,000 | | 14-16 | | | | 11-13 |
| 20409 | Server Virtualization with Windows Server Hyper-V and System Center | 5 | 20,000 | | | 2-6 | | | 16-20 |
| 20410 | Installing and Configuring Windows Server 2012 | 5 | 20,000 | 1-5 | | 2-6 | | 4-8 | |
| 20411 | Administering Windows Server 2012 | 5 | 20,000 | | 5-9 | | Sep 30-4 | | 16-20 |
| 20412 | Configuring Advanced Windows Server 2012 Services | 5 | 20,000 | 8-12 | | 9-13 | | 11-15 | |
| 20413 | Designing and Implementing a Server Infrastructure | 5 | 20,000 | | 19-23 | | | 18-22 | |

Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------------------------------|---|------|--------|-----------|-------|----------|----------|-------|-------|
| 20414 | Implementing an Advanced Server Infrastructure | 5 | 20,000 | | 26-30 | | | 25-29 | |
| 20415 | Implementing a Desktop Infrastructure | 5 | 20,000 | | 26-30 | | | 25-29 | |
| 20416 | Implementing Desktop Application Environments | 5 | 20,000 | 8-12 | | | 28-1 Nov | | |
| 20417 | Upgrading Your Skills to MCSA Windows Server 2012 | 5 | 20,000 | 22-26 | | | 28-1 Nov | | |
| Microsoft SQL Server 2016-2017 | | | | | | | | | |
| 10985 | Introduction to SQL Databases | 3 | 12,000 | | 5-7 | | | 4-6 | |
| 10986 | Updating Your Skills to SQL Server 2016 | 3 | 12,000 | | 14-16 | | | 11-13 | |
| 10987 | Performance Tuning and Optimizing SQL Databases | 4 | 16,000 | 30- 2 Aug | | | 15-18 | | |
| 10988 | Managing SQL Business Intelligence Operations | 3 | 12,000 | 17-19 | | | 16-18 | | |
| 10990 | Analyzing Data with SQL Server Reporting Services | 5 | 20,000 | | 22-26 | | | 18-22 | |
| 10998 | Updating Your Skills to SQL Server 2017 | 3 | 12,000 | | 14-16 | | | 11-13 | |
| 20761 | Querying Data with Transact-SQL | 5 | 20,000 | 1-5 | | 2-6 | | 7-11 | |
| 20762 | Developing SQL Databases | 5 | 20,000 | | 5-9 | | 7-11 | | 16-20 |
| 20764 | Administering a SQL Database Infrastructure | 5 | 20,000 | | 19-23 | | 7-11 | | 16-20 |
| 20765 | Provisioning SQL Databases | 5 | 20,000 | | 22-26 | | | 25-29 | |
| 20767 | Implementing a SQL Data Warehouse | 5 | 20,000 | | 22-26 | | | 25-29 | |
| 20768 | Developing SQL Data Models | 3 | 12,000 | | 14-16 | | | 18-20 | |
| Microsoft SQL Server 2014 | | | | | | | | | |
| 10977 | Upgrading Your SQL Server Skills to Microsoft SQL Server 2014 | 5 | 20,000 | | | 2-6 | | | 23-27 |
| 20461 | Querying Microsoft SQL Server | 5 | 20,000 | 1-5 | | 2-6 | | 7-11 | |
| 20462 | Administering Microsoft SQL Server Databases | 5 | 20,000 | 8-12 | | 9-13 | | 11-15 | |
| 20463 | Implementing a Data Warehouse with Microsoft SQL Server | 5 | 20,000 | 22-26 | | | 28-1 Nov | | |
| 20464 | Developing Microsoft SQL Server Databases | 5 | 20,000 | | 5-9 | | 7-11 | | 16-20 |
| 20465 | Designing Database Solutions for Microsoft SQL Server 2012 | 5 | 20,000 | | 19-23 | | | 11-15 | |
| 20466 | Implementing Data Models and Reports with Microsoft SQL Server | 5 | 20,000 | | | 9-13 | | | 16-20 |
| 20467 | Designing Self-Service Business Intelligence and Big Data Solutions | 5 | 20,000 | | | 23-27 | | | 23-27 |
| Microsoft Exchange Server 2016 | | | | | | | | | |
| 20345-1 | Administering Microsoft Exchange Server 2016 | 5 | 20,000 | 8-12 | | 9-13 | | 11-15 | |
| 20345-2 | Designing and Deploying Microsoft Exchange Server 2016 | 5 | 20,000 | 22-26 | | 30-Oct 4 | | 25-29 | |
| Microsoft SharePoint Online | | | | | | | | | |
| 55238 | SharePoint Online for Administrators (NEW) | 3 | 12,000 | | 14-16 | | 16-18 | | 11-13 |
| 55255 | SharePoint for Office 365 End User Training (NEW) | 3 | 12,000 | 31-2 Aug | | 9-11 | | 11-13 | |

Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|--|---|------|--------|----------|-------|--------------|----------|-------|-------|
| 55261 | SharePoint for Office 365 Site Owner Training (NEW) | 2 | 8,000 | | 15-16 | | 24-25 | | 2-3 |
| 55215 | SharePoint Online Power User (NEW) | 4 | 16,000 | 30-2 Aug | | | 15-18 | | |
| Microsoft SharePoint 2016 | | | | | | | | | |
| 20339-1 | Planning and Administering SharePoint 2016 | 5 | 20,000 | 1-5 | | 2-6 | | 4-8 | |
| 20339-2 | Advanced Technologies of SharePoint 2016 | 5 | 20,000 | | 5-9 | | 7-11 | | 16-20 |
| 55199 | SharePoint 2016 End User Training | 3 | 12,000 | 17-19 | | | 16-18 | | |
| 55200 | SharePoint 2016 Power User Training | 2 | 8,000 | | 15-16 | | | 25-26 | |
| 55234 | SharePoint 2016 Site Collections and Site Owner Administration | 5 | 20,000 | 22-26 | | 23-27 | | 25-29 | |
| Microsoft SharePoint 2013 | | | | | | | | | |
| 20331 | Core Solutions of Microsoft SharePoint Server 2013 | 5 | 20,000 | 1-5 | | | 30 Sep-4 | | |
| 20332 | Advanced Solutions of Microsoft SharePoint Server 2013 | 5 | 20,000 | | 5-9 | | | 4-8 | |
| 20488 | Developing Microsoft SharePoint Server 2013 Core Solutions | 5 | 20,000 | 22-26 | | | 28-1 Nov | | |
| 20489 | Developing Microsoft SharePoint Server 2013 Advanced Solutions | 5 | 20,000 | | 26-30 | | | 25-29 | |
| 55028 | SharePoint 2013 Power User | 2 | 8,000 | | 15-16 | | | 25-26 | |
| 55031 | SharePoint 2013 End User | 3 | 12,000 | 17-19 | | | 16-18 | | |
| 55033 | SharePoint 2013 Site Collection and Site Administration | 5 | 20,000 | 22-26 | | | 7-11 | | |
| 55035 | Microsoft SharePoint Server 2013 for the Site Owner/Power User | 2 | 8,000 | | | 2-3 | | | 2-3 |
| 55042 | SharePoint 2013 Business Intelligence | 3 | 12,000 | | | 11-13 | | | 11-13 |
| 55048 | No-Code SharePoint 2013-2016 Workflows With SharePoint Designer 2013 | 3 | 12,000 | | | 2-4 | | | 2-4 |
| Microsoft System Center | | | | | | | | | |
| 20703-1 | Administering System Center Configuration Manager (NEW) | 5 | 20,000 | 8-12 | | | 7-11 | | |
| 20703-2 | Integrating Cloud Services with System Center Configuration (NEW) | 2 | 8,000 | | 15-16 | | | 18-19 | |
| 10748 | Deploying System Center 2012 Configuration Manager | 3 | 12,000 | | | 2-4 | | | 2-4 |
| Application Developer | | | | | | | | | |
| Microsoft Visual Studio.NET and Other | | | | | | | | | |
| 55264 | Introduction to Programming Using Python (New) | 5 | 20,000 | 8-12 | | | 7-11 | | |
| 10975 | Introduction to Programming | 5 | 20,000 | 1-5 | | 2-6 | | 4-8 | |
| 20480 | Programming in HTML5 with JavaScript and CSS3 | 5 | 20,000 | | 5-9 | | | 18-22 | |
| 20481 | Essentials of Developing Windows® Store Apps Using HTML5 and JavaScript | 5 | 20,000 | | | Upon Request | | | |
| 20482 | Advanced Windows® Store App Development Using HTML5 and JavaScript | 5 | 20,000 | | | Upon Request | | | |
| 20483 | Programming in C# | 5 | 20,000 | | 5-9 | | 7-11 | | 16-20 |
| 20484 | Essentials of Developing Windows® Store Apps Using C# | 5 | 20,000 | | | Upon Request | | | |

Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|------|--------|--------------|-------|-------|----------|--------------|-------|
| 20485 | Advanced Windows® Store App Development Using C# | 5 | 20,000 | Upon Request | | | | | |
| 20486 | Developing ASP.NET Core MVC Web Applications (New) | 5 | 20,000 | | 26-30 | | 28-1 Nov | | 23-27 |
| Cloud Native Era | | | | | | | | | |
| CN-M01 | Microservices Development Training (New) | 2 | 8,000 | | 1-2 | | | 4-5 | |
| DK101 | Fundamental Docker Container in Cloud Native Era (New) | 2 | 8,000 | 18-19 | | | 17-18 | | |
| KB101 | Fundamental Kubernetes in Cloud Native Era (New) | 2 | 8,000 | | 15-16 | | | 11-12 | |
| K2 Form Workflow Data | | | | | | | | | |
| K2F | K2 Fundamental | 2 | Call | | | | | | |
| K2D | K2 API Development | 1 | Call | | | | | | |
| K2S | K2 SmartForms | 2 | Call | | | | | | |
| K2I | K2 Infrastructure | 2 | Call | | | | | | |
| Desktop Application | | | | | | | | | |
| Windows | | | | | | | | | |
| WIN8.1 | Microsoft Windows 8.1 (for User) | 1 | 3,000 | | | | | Upon Request | |
| WIN10 | Microsoft Windows 10 (for User) | 1 | 3,000 | | | | | Upon Request | |
| Office 365 | | | | | | | | | |
| O365EU1 | Office 365 for End User I | 1 | 3,000 | | | | | Upon Request | |
| O365EU2 | Office 365 for End User II | 2 | 6,000 | | | | | Upon Request | |
| New Features of Microsoft Office | | | | | | | | | |
| NOF19 | New Features Office 2019 (NEW) | 1 | 3,000 | | 5 | | 4 | | 2 |
| NOF16 | New Features Office 2016 | 1 | 3,000 | | 5 | | 7 | | 2 |
| Word | | | | | | | | | |
| WD13F | Word 2013 Foundation | 1 | 3,000 | 5 | | 6 | | 8 | |
| WD13I | Word 2013 Intermediate | 2 | 6,000 | 8-9 | | 16-17 | | 18-19 | |
| WD13A | Word 2013 Advanced | 1 | 3,000 | 15 | | 23 | | 25 | |
| WD16F | Word 2016 Foundation | 1 | 3,000 | 5 | 5 | 6 | 7 | 8 | 9 |
| WD16I | Word 2016 Intermediate | 2 | 6,000 | 8-9 | 13-14 | 16-17 | 15-16 | 18-19 | 16-17 |
| WD16A | Word 2016 Advanced | 1 | 3,000 | 15 | 19 | 23 | 21 | 25 | 23 |
| WD19F | Word 2019 Foundation (New) | 1 | 3,000 | | 5 | 6 | 7 | 8 | 9 |
| WD19I | Word 2019 Intermediate (New) | 2 | 6,000 | | 13-14 | 16-17 | 15-16 | 18-19 | 16-17 |
| WD19A | Word 2019 Advanced (New) | 1 | 3,000 | | 19 | 23 | 21 | 25 | 23 |
| Excel | | | | | | | | | |
| EX13F | Excel 2013 Foundation | 1 | 3,000 | 8 | | 2 | | 4 | |
| EX13I | Excel 2013 Intermediate | 2 | 6,000 | 22-23 | | 12-13 | | 14-15 | |
| EX13A | Excel 2013 Advanced | 2 | 6,000 | 25-26 | | 19-20 | | 21-22 | |
| EXP13 | Excel Professional (VBA for Excel 2013) | 3 | 9,000 | 30-1 Aug | | 23-25 | | 25-27 | |
| EX16F | Excel 2016 Foundation | 1 | 3,000 | 8 | 5 | 9 | 7 | 4 | 9 |
| EX16I | Excel 2016 Intermediate | 2 | 6,000 | 22-23 | 15-16 | 12-13 | 17-18 | 14-15 | 19-20 |
| EX16A | Excel 2016 Advanced | 2 | 6,000 | 25-26 | 22-23 | 19-20 | 24-25 | 21-22 | 26-27 |
| EXP16 | Excel Professional (VBA for Excel 2016) | 3 | 9,000 | 30-1 Aug | | 23-25 | | 25-27 | |
| EXM16 | Excel: Macro and Pivot Table 2016 (Workshop) | 2 | 6,000 | Upon Request | | | | | |
| EX19F | Excel 2019 Foundation (New) | 1 | 3,000 | 8 | 5 | 9 | 7 | 4 | 9 |



Training Schedule July-December 2019

| Code | Course | Days | Fees | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------------|--|------|--------|--------------|-------|-------|-------|-------|-------|
| EX19I | Excel 2019 Intermediate (New) | 2 | 6,000 | 22-23 | 15-16 | 12-13 | 17-18 | 14-15 | 19-20 |
| EX19A | Excel 2019 Advanced (New) | 2 | 6,000 | 25-26 | 22-23 | 19-20 | 24-25 | 21-22 | 23-24 |
| EXP19 | Excel Professional (VBA for Excel 2019) (New) | 3 | 9,000 | 30-1 Aug | | 23-25 | | 25-27 | |
| EXM19 | Excel: Macro and Pivot Table 2019 (New) | 2 | 6,000 | Upon Request | | | | | |
| PowerPoint | | | | | | | | | |
| PP13F | PowerPoint 2013 Foundation | 1 | 3,000 | 15 | | 9 | | 11 | |
| PP13I | PowerPoint 2013 Intermediate | 2 | 6,000 | 22-23 | | 16-17 | | 18-19 | |
| PP13A | PowerPoint 2013 Advanced (Workshop) | 1 | 3,000 | 30 | | 23 | | 25 | |
| PP16F | PowerPoint 2016 Foundation | 1 | 3,000 | 15 | 13 | 9 | 15 | 11 | 16 |
| PP16I | PowerPoint 2016 Intermediate | 2 | 6,000 | 22-23 | 19-20 | 16-17 | 21-22 | 18-19 | 23-24 |
| PP16A | PowerPoint 2016 for Infographic Design | 2 | 6,000 | 30-31 | 26-27 | 23-24 | 28-29 | 25-26 | 26-27 |
| PP19F | PowerPoint 2019 Foundation (New) | 1 | 3,000 | | 13 | 9 | 15 | 11 | 16 |
| PP19I | PowerPoint 2019 Intermediate (New) | 2 | 6,000 | | 19-20 | 16-17 | 21-22 | 18-19 | 23-24 |
| PP19A | PowerPoint 2019 for Infographic Design (New) | 2 | 6,000 | | 26-27 | 23-24 | 28-29 | 25-26 | 26-27 |
| Access | | | | | | | | | |
| AC13F | Access 2013 Foundation | 1 | 3,000 | 26 | | 20 | | 22 | |
| AC13I | Access 2013 Intermediate | 3 | 9,000 | | 19-21 | | 16-18 | | 2-4 |
| AC13A | Access 2013 Advanced (Workshop) | 3 | 9,000 | | 26-28 | | 28-30 | | 11-13 |
| AC16F | Access 2016 Foundation | 1 | 3,000 | 26 | | 20 | | 22 | |
| AC16I | Access 2016 Intermediate | 3 | 9,000 | | 19-21 | | 16-18 | | 2-4 |
| AC16A | Access 2016 Advanced (Workshop) | 3 | 9,000 | | 26-28 | | 28-30 | | 11-13 |
| AC19F | Access 2019 Foundation (New) | 1 | 3,000 | | | 20 | | 22 | |
| AC19I | Access 2019 Intermediate (New) | 3 | 9,000 | | | | 16-18 | | 2-4 |
| AC19A | Access 2019 Advanced (Workshop) (New) | 3 | 9,000 | | | | 28-30 | | 11-13 |
| Outlook | | | | | | | | | |
| OL13-1 | MS Outlook 2013 Level1 | 1 | 3,000 | | 5 | | 7 | | 12 |
| OL13-2 | MS Outlook 2013 Level2 | 1 | 3,000 | | 6 | | 8 | | 13 |
| OWA13 | MS Outlook Web App | 1 | 3,000 | Upon Request | | | | | |
| OL16-1 | MS Outlook 2016 Level1 | 1 | 3,000 | | 5 | | 7 | | 12 |
| OL16-2 | MS Outlook 2016 Level2 | 1 | 3,000 | | 6 | | 8 | | 13 |
| OWA16 | MS Outlook Web App | 1 | 3,000 | Upon Request | | | | | |
| OL19-1 | MS Outlook 2019 Level1 (New) | 1 | 3,000 | | | | 7 | | 12 |
| OL19-2 | MS Outlook 2019 Level2 (New) | 1 | 3,000 | | | | 8 | | 13 |
| Project | | | | | | | | | |
| PJ13 | Microsoft Project 2013 for User | 2 | 6,000 | | 15-16 | | 17-18 | | 12-13 |
| 55205 | Mastering Microsoft Project 2016 | 3 | 12,000 | 30-1 Aug | | 23-25 | | 25-27 | |