

# December 2013

## Software Application Training Schedule Information Services Division

All classes are held in Anderson Hall room 24 unless otherwise noted.

To register, e-mail: [SATRegistration@wcupa.edu](mailto:SATRegistration@wcupa.edu)

Monday	Tuesday	Wednesday	Thursday	Friday
2 <a href="#">SAP BI</a> 9am-12pm	3 <a href="#">Introduction to Dreamweaver</a> 9am-10:30am  <a href="#">Introduction to Excel</a> 11am-12pm	4 <a href="#">Basic SAP</a> 9am-10am  <a href="#">Introduction to Outlook</a> 1pm-2pm	5 <a href="#">PeopleSoft- Staff</a> 9:30-10:30  <a href="#">Introduction to Scantron Test Scoring</a> 11am-12pm (Anderson 2)	6
9	10 <a href="#">SAP BI</a> 9am-12pm  <a href="#">Introduction to iPads</a> 10am-11am (Anderson 2)	11 <a href="#">Introduction to SharePoint</a> 10am-11:30am  <a href="#">Introduction to Word</a> 12:30pm-1:30pm	12 <a href="#">SAP BI To Go</a> 9am-12pm	13
16	17 <a href="#">PeopleSoft- Faculty</a> 9am-10am	18 <a href="#">SAP BI</a> 9am-12pm  <a href="#">Introduction to Dreamweaver</a> 1pm-2:30pm	19 <a href="#">SAP Requisition Training</a> 9am-12pm  <a href="#">Introduction to SurveyMonkey</a> 1:30pm-2:30pm	20

# January 2014

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Monday	Tuesday	Wednesday	Thursday	Friday
<p>6</p> <p><a href="#">SAP BI</a> 9am-12pm</p> <p><a href="#">Basic SAP</a> 1pm-2pm</p> <p><a href="#">Introduction to Excel</a> 2:30pm-3:30pm</p>	<p>7</p> <p><a href="#">Introduction to Dreamweaver</a> 9am-10:30am</p>	<p>8</p> <p><a href="#">PeopleSoft- Faculty</a> 9am-10am</p> <p><a href="#">Creating a Teamsite in SharePoint</a> 10:30am-12pm</p> <p><a href="#">Excel Charts and Graphs</a> 2pm-3pm</p>	<p>9</p> <p><a href="#">Introduction to iPads</a> 10am-11am (Anderson 2)</p>	<p>10</p> <p><a href="#">Introduction to SurveyMonkey</a> 1pm-2pm</p>
<p>13</p>	<p>14</p> <p><a href="#">SAP BI To Go</a> 9am-12pm</p> <p><a href="#">Introduction to Camtasia</a> 1:30pm-2:30pm</p>	<p>15</p> <p><a href="#">PeopleSoft- Faculty</a> 9am-10am</p> <p><a href="#">Introduction to Contribute</a> 10:30am-12pm</p>	<p>16</p> <p><a href="#">Introduction to MediaSite</a> 10am-11am</p> <p><a href="#">Introduction to Word</a> 12pm-1pm</p>	<p>17</p>
<p>20</p>	<p>21</p> <p><a href="#">Working with List and Libraries in SharePoint</a> 10am-11:30am</p>	<p>22</p> <p><a href="#">SAP BI</a> 9am-12pm</p> <p><a href="#">Introduction to Dreamweaver</a> 1pm-2:30pm</p>	<p>23</p> <p><a href="#">PeopleSoft- Staff</a> 9am-10am</p>	<p>24</p>
<p>27</p>	<p>28</p> <p><a href="#">Introduction to Outlook</a> 1pm-2pm</p>	<p>29</p> <p><a href="#">Introduction to SMART Board</a> 2pm-3pm</p> <p><a href="#">Managing Data with Excel</a> 3:30pm-4:30pm</p>	<p>30</p> <p><a href="#">SAP BI</a> 9am-12pm</p>	<p>31</p>