

UF Health Educational Technologies Application Training

Gainesville Class Schedule

Title	Date	Start	End	Register
Adobe Acrobat X: Basics	4/08/2019	1:30pm	3:30pm	Register
Adobe Acrobat X: Forms	4/22/2019	1:30pm	3:30pm	Register
Adobe Photoshop CS5: Basics	2/25/2019	9:30am	12:30pm	Register
	5/02/2019	1:30pm	4:30pm	Register
Adobe Photoshop CS5: Layers and Masks	3/01/2019	9:30am	11:30am	Register
	5/09/2019	1:30pm	3:30pm	Register
Adobe Photoshop CS5: Photo Adjustments	3/07/2019	9:30am	11:30am	Register
	5/16/2019	1:30pm	3:30pm	Register
Microsoft Outlook for Beginners	4/04/2019	9:30am	11:00am	Register
Outlook 2016: Calendar	4/23/2019	9:30am	11:00am	Register
	6/17/2019	1:30pm	3:00pm	Register
Word 2016: What every Word user should know!	4/15/2019	1:30pm	3:30pm	Register
	6/04/2019	9:30am	11:30am	Register
Word 2016: Organizing with Tables, Tabs, and Columns	4/25/2019	1:30pm	3:30pm	Register
Word 2016: Mail Merge Labels and Form Letters	3/11/2019	1:00pm	2:30pm	Register
Word 2016: Large Documents - Styles, Images, and Sections	4/29/2019	1:30pm	3:30pm	Register
PowerPoint 2016: Basics - Creating a Slideshow Presentation	5/30/2019	9:30am	11:30am	Register
PowerPoint 2016: Advanced Animation	3/19/2019	9:30am	11:30am	Register
	6/06/2019	9:30am	11:30am	Register

Updated: 02/15/2019

training@health.ufl.edu

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Title	Date	Start	End	Register
Microsoft Excel for Beginners	2/20/2019	9:30am	11:30am	Register
	4/03/2019	9:30am	11:30am	Register
	5/14/2019	1:30pm	3:30pm	Register
Excel 2016: Basics 1 - Navigating and Formatting	2/26/2019	9:30am	11:30am	Register
	4/08/2019	9:30am	11:30am	Register
	5/21/2019	9:30am	11:30am	Register
Excel 2016: Basics 2 - Math and Functions	2/27/2019	9:30am	11:30am	Register
	4/15/2019	9:30am	11:30am	Register
	5/23/2019	9:30am	11:30am	Register
Excel 2016: Charts and Graphs	4/17/2019	9:30am	11:30am	Register
	5/29/2019	9:30am	11:30am	Register
Excel 2016: Printing and Setup	4/19/2019	9:30am	11:00am	Register
	5/28/2019	9:30am	11:00am	Register
Excel 2016: Formatting Beyond the Basics	3/22/2019	9:30am	11:00am	Register
	4/22/2019	9:30am	11:00am	Register
	6/05/2019	9:30am	11:00am	Register
Excel 2016: Linking Worksheets	3/21/2019	9:30am	11:00am	Register
	4/26/2019	9:30am	11:00am	Register
	6/03/2019	1:30pm	3:00pm	Register
Excel 2016: Math with Dates and Times	3/06/2019	9:30am	11:00am	Register

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Title	Date	Start	End	Register
Excel 2016: Large Data 1 - Sorting and Filtering	3/11/2019	9:30am	11:00am	Register
	4/29/2019	9:30am	11:00am	Register
	6/11/2019	1:30pm	3:00pm	Register
Excel 2016: Large Data 2 - Pivot Tables	3/12/2019	9:30am	11:00am	Register
	5/01/2019	9:30am	11:00am	Register
	6/12/2019	1:30pm	3:00pm	Register
Excel 2016: Large Data 3 - vLookups	3/26/2019	9:30am	11:00am	Register
	5/06/2019	9:30am	11:00am	Register
	6/13/2019	1:30pm	3:00pm	Register
Excel 2016: Large Data 4 - Final Report	3/27/2019	9:30am	11:30am	Register
	5/08/2019	9:30am	11:30am	Register
	6/19/2019	1:30pm	3:30pm	Register
Access 2016: Basics and Database Fundamentals	4/02/2019	9:30am	12:30pm	Register
	5/15/2019	1:30pm	4:30pm	Register
Access 2016: Level 2 - Import/Link and Export	5/24/2019	1:30pm	3:00pm	Register
Access 2016: Level 2 - Intro to Forms & Reports	2/18/2019	1:00pm	3:00pm	Register
	4/09/2019	9:30am	11:30am	Register
	5/20/2019	1:30pm	3:30pm	Register
Access 2016: Level 2 - Intro to Select Queries	2/25/2019	1:00pm	3:00pm	Register
	4/16/2019	9:30am	11:30am	Register
	5/22/2019	1:30pm	3:30pm	Register

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The **Register** links should take you to **myTraining**, where you can reserve a seat in one of our awesome workshops.

If they do not work, please email us a list of classes, including dates, and we will save a seat for you. Please include your full name, work email address, and a phone number. training@health.ufl.edu

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Workshop descriptions and handouts: <https://training.health.ufl.edu/workshops>

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Classes are held in the Communicore computer classroom, C3-013:
<https://training.health.ufl.edu/gainesville>