# LANTEC Application Course Schedule: February 2022 - May 2022
## *Class Hours are 8:00am-5:00pm unless otherwise noted

| Baton Rouge: 11512 Lake Sherwood Ave. N - 225.293.0656 Lafayette: 900 E. St. Mary Blvd. Suite 209 - 337.233.2016 New Orleans: 3500 N Causeway Blvd Suite 1050 - 504.576.1010 | vILT | | | | BATON ROUGE | | | | LAFAYETTE | | | | NEW ORLEANS | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Feb | March | April | May | Feb | Mar | Apr | May | Feb | Mar | Apr | May | Feb | Mar | Apr | May |
| **PERSONAL COMPUTING, OPERATING SYSTEMS, AND SECURITY AWARENESS** | | | | | | | | | | | | | | | | |
| Keyboarding A to Z ($250) | | | | | | | | | | | | | | | | |
| Security Awareness ($495) | | 23 | | | | | | | | | | | | | | |
| Using Microsoft Windows 10 ($245) | | | 4 | | | | | | | | | | | | | |
| **MICROSOFT OFFICE SUITE** | | | | | | | | | | | | | | | | |
| Access Basic ($245) | | 21 | | | | | | | | | | | | | | |
| Access Intermediate ($245) | | | | 6 | | | | | | | | | | | | |
| Access Advanced ($245) | | | | 23 | | | | | | | | | | | | |
| Excel Basic ($245) | | 2,11 | 4,8,11,20 | 2,6 | | | | | | | | | | | | |
| Excel Intermediate ($245) | | 3,8,9,10 15,17,22 | 21,25 | 13,16 | | | | | | | | | | | | |
| Excel Advanced ($245) | 25 | 28 | 13,28 | 26 | | | | | | | | | | | | |
| Excel: Advanced Data Analysis with PivotTables & PowerPivot ($245) | | 31 | | 20 | | | | | | | | | | | | |
| Excel Dashboard ($245) | 23 | | 6 | | | | | | | | | | | | | |
| Excel VBA ($245) | | | 27 | | | | | | | | | | | | | |
| Microsoft Teams ($245) | | | 6 | | | | | | | | | | | | | |
| Office 365 Productivity Apps ($350) | | | | | | | | | | | | | | | | |
| OneNote ($245) | | | | | | | | | | | | | | | | |
| Outlook (All levels, 2 days, $490) | | 31 | | | | | | | | | | | | | | |
| PowerPoint Basic ($245) | | | | 4,11,18,25, 31 | | | | | | | | | | | | |
| PowerPoint Advanced ($245) | | 24 | | | | | | | | | | | | | | |
| SharePoint Site User ($495) | | | | | | | | | | | | | | | | |
| SharePoint Power User (2 days, $1195) | | | | | | | | | | | | | | | | |
| Word Basic ($245) | | 29 | | | | | | | | | | | | | | |
| Word Intermediate ($245) | | 8,18 | 5 | | | | | | | | | | | | | |
| Word Advanced ($245) | | | 7,26 | | | | | | | | | | | | | |
| **PROJECT PLANNING** | | | | | | | | | | | | | | | | |
| MS Project - Basic & Advanced (2 days, $700) | | | | | | | | | | | | | | | | |
| **BUSINESS INTELLIGENCE** | | | | | | | | | | | | | | | | |
| Crystal Reports 2008(v12) - 2011(v14) Designer 1 (2 days, $750) | | | 4 | | | | | | | | | | | | | |
| Crystal Reports 2008(v12) - 2011(v14) Designer 2 (2 days, $750) | | | | | | | | | | | | | | | | |
| Tableau Desktop Level 1 (2 days, $850) | | 7 | | | | | | | | | | | | | | |
| Tableau Desktop Level 2 (2 days, $850) | | | | | | | | | | | | | | | | |
| **DESKTOP PUBLISHING, PHOTO EDITING, & DESIGN SOFTWARE** | | | | | | | | | | | | | | | | |
| MS Publisher (1 day, $350) | | | | | | | | | | | | | | | | |
| MS Visio - Basic & Advanced (2 days, $700) | | | | | | | | | | | | | | | | |
| Adobe Acrobat Pro DC - Basic & Advanced (2 days, $700) | | | | 2 | | | | | | | | | | | | |
| Adobe Illustrator CC - Basic & Advanced (2 days, $700) | | | | 9 | | | | | | | | | | | | |
| Adobe InDesign CC - Basic, Interm & Advanced (2 days, $700) | | | 18 | | | | | | | | | | | | | |
| Adobe Photoshop CC - Basic & Advanced (2 days, $700) | | | | 25 | | | | | | | | | | | | |
| Adobe Captivate 2019 (2 days, $700) | | | | | | | | | | | | | | | | |
| Articulate Storyline 3 & 360 (2 days, $700) | | | | | | | | | | | | | | | | |
| Introduction to HTML and CSS Coding (2 days, $700) | | | | | | | | | | | | | | | | |
| **ACCOUNTING PACKAGES** | | | | | | | | | | | | | | | | |
| QuickBooks (2 Days, $700) | | | | | | | | | | | | | | | | |

**Application Schedule**