



**LANTEC Application Course Schedule: January 2022 - April 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			
	Jan	Feb	March	April	Jan	Feb	Mar	Apr	Jan	Feb	Mar	Apr	Jan	Feb	Mar	Apr
<b>PERSONAL COMPUTING, OPERATING SYSTEMS, AND SECURITY AWARENESS</b>																
Keyboarding A to Z (\$250)																
Security Awareness (\$495)			23													
Using Microsoft Windows 10 (\$245)				4												
<b>MICROSOFT OFFICE SUITE</b>																
Access Basic (\$245)																
Access Intermediate (\$245)																
Access Advanced (\$245)																
Excel Basic (\$245)	18	1,7	11	8												
Excel Intermediate (\$245)	13,26	16,18	2,3,8,9,10 15,17,22	21						14						
Excel Advanced (\$245)	24	25	28	28												
Excel: Advanced Data Analysis with PivotTables & PowerPivot (\$245)		4														
Excel Dashboard (\$245)		23														
Excel VBA (\$245)																
Microsoft Teams (\$245)	20															
Office 365 Productivity Apps (\$350)																
OneNote (\$245)																
Outlook (All levels, 2 days, \$490)			31													
PowerPoint Basic (\$245)	25															
PowerPoint Advanced (\$245)			24													
SharePoint Site User (\$495)																
SharePoint Power User (2 days, \$1195)																
Word Basic (\$245)		10,24														
Word Intermediate (\$245)			18	5												
Word Advanced (\$245)				7,26												
<b>PROJECT PLANNING</b>																
MS Project - Basic & Advanced (2 days, \$700)																
<b>BUSINESS INTELLIGENCE</b>																
Crystal Reports 2008(v12) - 2011(v14) Designer 1 (2 days, \$750)																
Crystal Reports 2008(v12) - 2011(v14) Designer 2 (2 days, \$750)																
Tableau Desktop Level 1 (2 days, \$850)																
Tableau Desktop Level 2 (2 days, \$850)																
<b>DESKTOP PUBLISHING, PHOTO EDITING, &amp; DESIGN SOFTWARE</b>																
MS Publisher (1 day, \$350)	28															
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)																
Adobe InDesign CC - Basic, Interm & Advanced (2 days, \$700)																
Adobe Photoshop CC - Basic & Advanced (2 days, \$700)																
Adobe Captivate 2019 (2 days, \$700)																
Articulate Storyline 3 & 360 (2 days, \$700)																
Introduction to HTML and CSS Coding (2 days, \$700)			21													
<b>ACCOUNTING PACKAGES</b>																
QuickBooks (2 Days, \$700)																

Application Schedule