



# Microsoft Office Word 2007: Level 1 Training Workshop

The Business Development Department of the Community Action Committee of Pike County and the OSU Small Business Development Center is offering an all-day: Microsoft Office Word 2007: Level 1 Training Workshop on July 13th, 2011 at the OSU Endeavor Center in Piketon, Ohio. The Microsoft Office Word 2007 Level 1 Training Workshop is a hands-on course that teaches participants how to create and edit basic documents, format text and paragraphs, insert tables and graphic objects, control page appearance and proof a document.

**For more information on this class and to obtain a registration form, please call 740-289-2371 or toll free at 1-866-820-1185. Seats are limited.**

## WHEN/TIME:

July 13th, 2011  
8:30 a.m.— 4:30 p.m.  
\*Lunch Provided!

## WHERE:

Ohio State University  
Endeavor Center  
1864 Shyville Road  
Piketon, Ohio 45661

**FEE:** \$75



**For more information contact:**



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