



Community Action Committee
of Pike County

Business Development
Department



Microsoft Office PowerPoint 2007: Level I Training Workshop

The Business Development Department of the Community Action Committee of Pike County and the OSU Small Business Development Center is offering a one-day Microsoft PowerPoint 2007: Level I Training Workshop on Wednesday, May 26th, 2010 at the OSU Endeavor Center in Piketon, Ohio. The Microsoft PowerPoint 2007: Level I Training Workshop is a hands-on course that teaches participants to explore the PowerPoint environment and create a new presentation, format text on slides to enhance clarity, add graphical objects to a presentation and modify them, add tables and charts to a presentation to present data in a structured form, and finalize a presentation to deliver it.

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:

Wednesday, May 26, 2010
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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941 Market Street
Piketon, Ohio 45661
Phone: 740.289.2371
Toll Free: 1.866.820.1185
FAX: 740.289.4291
www.pikecac.org/BD