

Computer Services

- **Custom Courses**
 - **IT Professionals**
 - **Professional Level**
- **Instructor Led Training**
- **Tutoring**
- **Document Creation & Spreadsheet Consulting**
- **Computer Lab Rentals**
- **Technical Support**

Call us today for complete Course Outlines and Class Schedules

509-375-0414

Or visit us on the web at...

www.protrainsys.com

College Credits
Available

Courses Emphasize Hands-on Experiences

We offer a complete line of Professional Level courses. These training courses are specifically designed for the professional work environment.

Microsoft Office Training

The results of an independent research study of participants in the Office Specialist program indicate Office Specialist Certification improves employee competence, productivity, and credibility, including the following:

- Up to **87%** of employers observe increased competency in their Office Specialist-certified employees.
- Up to **82%** of employers believe Office Specialist certification directly benefits an organization.

Project Management

Microsoft Project offers the premier project management software solutions to businesses of all types that manage by project. You can count on MS Project for the most reliable, responsive and well-received systems and services to help you succeed in managing and improving the delivery of all your projects, programs and resources.

PROTRAIN, a leading provider of Microsoft Office training in eastern Washington provides professional and affordable computer training services to Businesses, Individuals and Government agencies, at our location or yours.

Investing in employees skills brings improved employee morale, confidence, and productivity, while increasing your bottom line.

We are absolutely committed to excellence and customer satisfaction.

Experience the Difference a Day of Training Makes



Microsoft Office 2007, 2010, & 2013

All Courses available in Beginning, Intermediate & Advanced

- Word
- Excel
- Power Point
- Access
- Outlook

Other Popular Courses

- Keyboarding
- Adobe InDesign
- Adobe Photoshop CS4
- Microsoft Project 2007-2013
- Windows 7 and Windows 8
- SharePoint 2010
- Effective Time Management
(Using Microsoft Office)

Coming Soon

- SharePoint 2013
- Adobe Suite CS6
- Microsoft Visio 2013
- Microsoft Project 2013

MCAS Certification Testing

We are an Authorized Microsoft Certified Applications Specialist testing center.

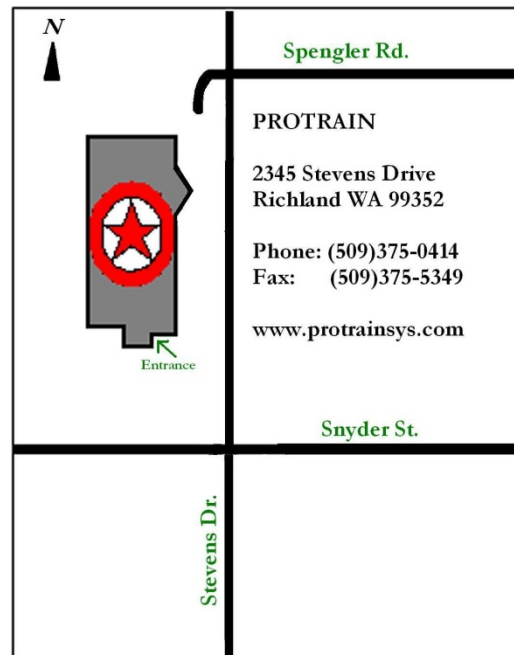


Scheduled Courses

Our scheduled classes provide in-depth hands-on training. They are designed to fully explore the features of the software and build a strong foundation for using it.

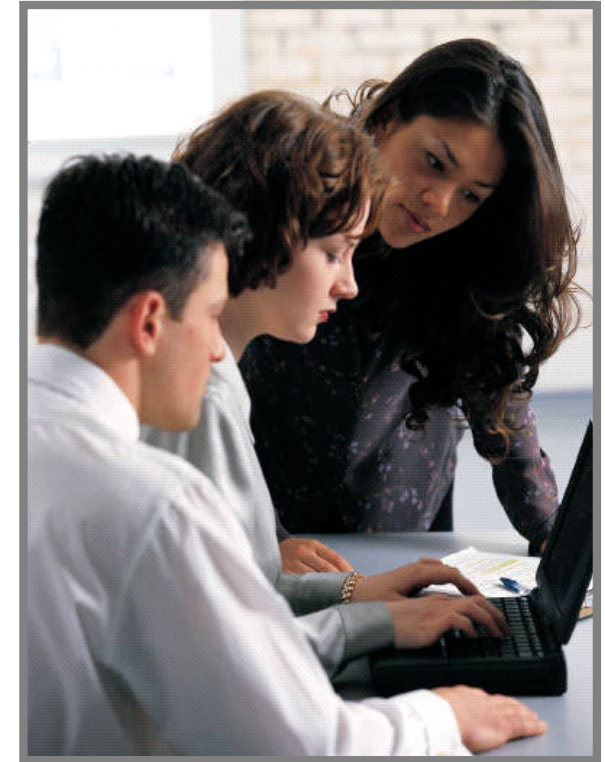
Many courses are offered at least once a month as open enrollment courses, but any of them can be scheduled for groups at their convenience.

These classes are regularly scheduled from 8:00 a.m. to 4:00 p.m. Monday through Friday. Evenings, and weekends may be available upon request.



Microsoft
CERTIFIED

PROTRAIN



It's easy to gain the advantage
of proven productivity in a
competitive market.

