

Learning is all about you and your skillset and knowledge needs. Whether you need to enhance your Microsoft's Excel skills (and don't we all) or supervisory knowledge, I have a wide variety of subjects from which to choose. I offer several at no fee downloads of manuals and training videos on my website at www.gregcreech.biz or www.gregcreech.com. You may register for upcoming webinars and onsite classes at my websites. While I schedule webinars and onsite classes for the public and my contacts, I will be glad to come to your location for an onsite class or develop a webinar for your team. Here are some of my offerings and course series:

Technology:

- ✓ Excelling @ Excel with Microsoft®'s Excel,
- ✓ PowerPoint® Pizzazz: Creating Powerful Presentations with Microsoft® PowerPoint®,
- ✓ How to Win in Microsoft® Office® 2010 (and 2013),
- ✓ Time and Contact Management using Microsoft's Outlook®,
- ✓ Windows 7® and 8.1®,
- ✓ Mac Mavericks® OS and Office® 2011 for the Mac,
- ✓ iPad Means Business,
- ✓ APptitude—Business apps for tablets and smart devices.

Soft Skills:

- ✓ Presentation Power! Presentation Skills,
- ✓ Customer Service Excellence,
- ✓ The Millennium Manager: Managing and Supervising in the Information Age,
- ✓ University of Diversity.

Keynotes and General Sessions Presentations:

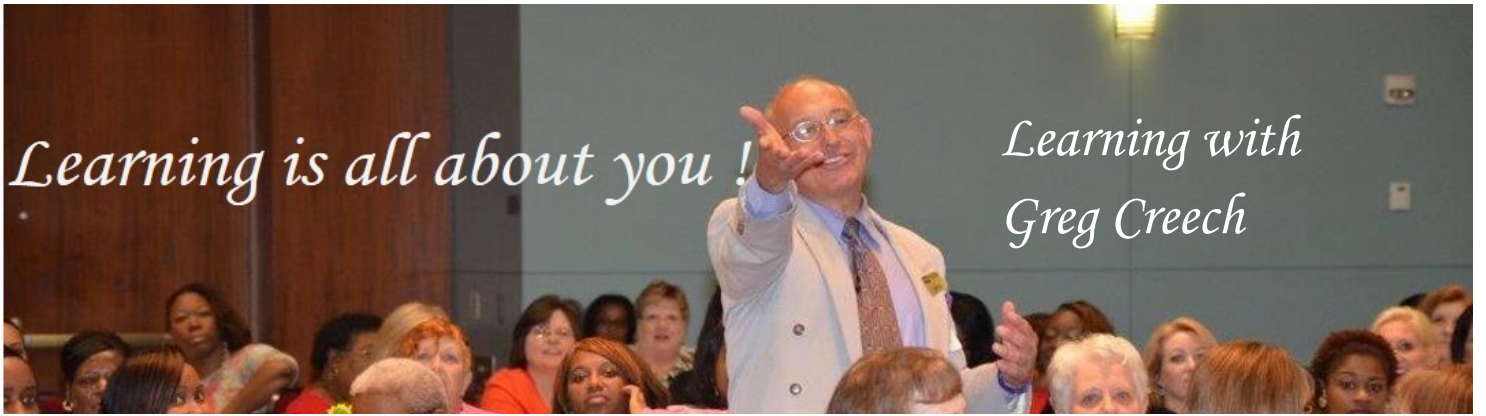
- ✓ The Career PAL—Patience, Aptitude, and Laughter in your career,
- ✓ SMILE: Managing stress through humor, motivation, and inspiration,
- ✓ Technology and Administrative Musical Comedy Shows.



Formal Training is
back in style! (And
not so formal , too.)

Learning is all about you !

*Learning with
Greg Creech*



Onsite Classes at First Metropolitan Community Church, 3179 Tullie Rd, NE, Atlanta, GA 30328 to register and for more information visit gregcreech.biz or gregcreech.com. Phone - 404-299-1706.

Date	Time	Course
Saturday, October 18, 2014	9:00—4:00	Boot/High Heel Camp—Windows and Office

Webinars—Register at www.gregcreech.com or www.gregcreech.biz

Date	Time	Course
Tuesday, September 16, 2014	11:00 - 12:30	Excel: The FUNdamentals
Tuesday, September 16, 2014	3:00 - 4:30	Access the Possibilities Part 1: Intro to Relational Databases
Tuesday, September 23, 2014	11:00 - 12:30	Excel: The 5Fs: Format, Fill, Formulas, Functions, Filters/Sorts
Tuesday, September 23, 2014	3:00 - 4:30	Access the Possibilities Part 2: Tables and Relationships
Wednesday, October 8, 2014	11:00-12:30	Excel: Data Analysis
Wednesday, October 8, 2014	3:00—4:30	Access the Possibilities Part 3: Queries
Tuesday, October 21, 2014	11:00—12:30	Excel: Formulas and Functions
Tuesday, October 21, 2014	3:00-4:30	Access the Possibilities Part 4: Forms
Tuesday, November 4, 2014	11:00—12:30	PowerPoint Pizzazz: Part 1
Tuesday, November 4, 2014	3:00—4:30	Access the Possibilities Part 5: Reports
Monday, November 17, 2014	11:00 –12:30	PowerPoint Pizzazz: Part 2
Monday, November 17, 2014	3:00—4:30	Access the Possibilities Part 6: Database Magic
Tuesday, December 9, 2014	11:00-12:30	Office 2010/2013/365: How to Win in Office 2010 (and 2013)
Tuesday, December 9, 2014	3:00-4:30	Windows 8.1 - Make it Great with Window 8 : Desktop, Laptop, Tablet, etc.