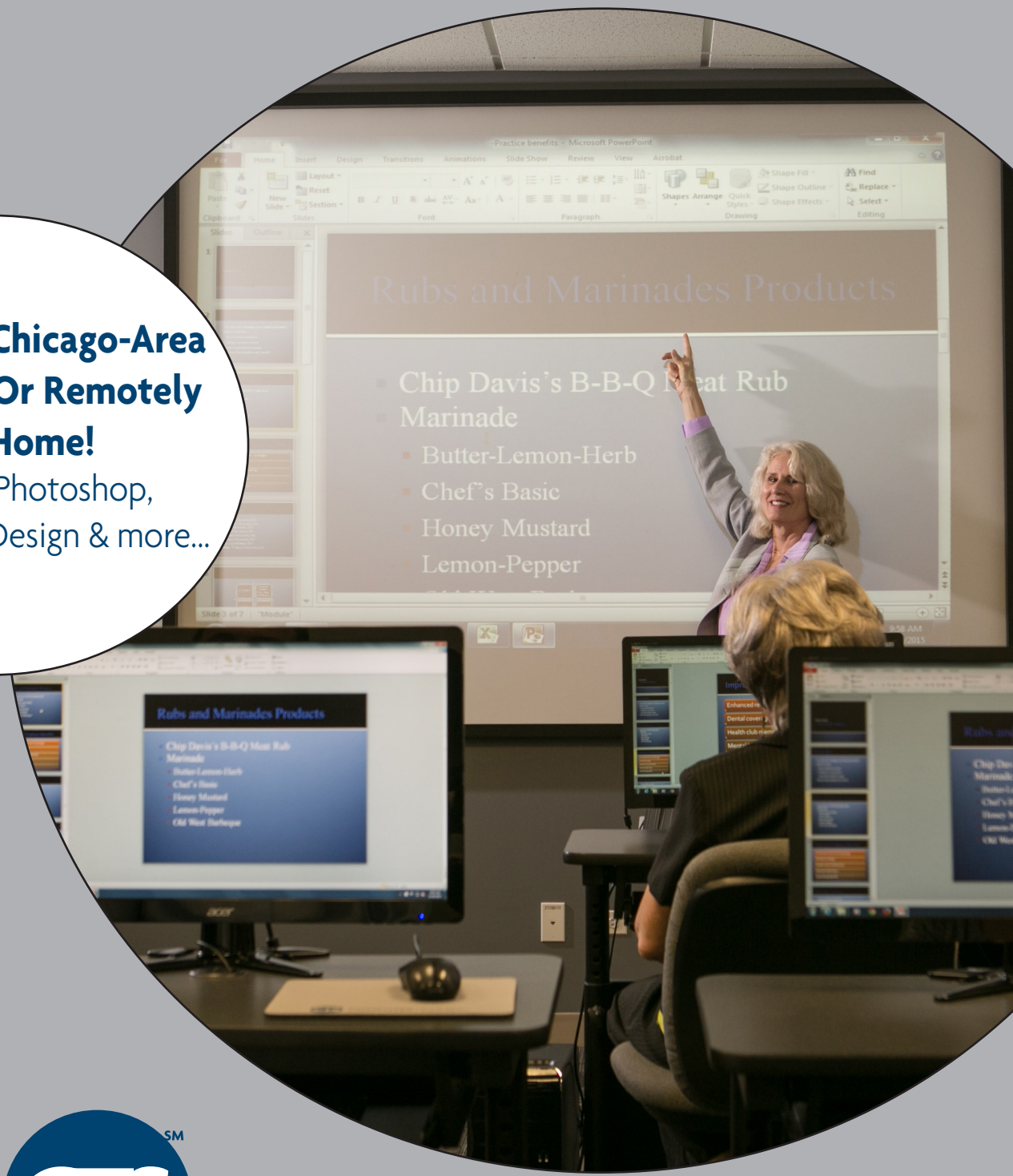
CLASS OFFERINGS

Computer Training Source Inc.



Train In Our Chicago-Area Classrooms, Or Remotely From Home!

PMP, Excel, Photoshop, QuickBooks, InDesign & more...

intuit QuickBooks ProAdvisor

Adobe CERTIFIED ASSOCIATE

Microsoft Office Specialist Authorized Testing Center

CTS℠ COMPUTERTRAINING source inc.

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Version 5.9

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Instructors

Our instructors are chosen for their knowledge of the software they are teaching as well as their ability to present topics in a clear and concise manner. All instructors are tested before beginning teaching. Our instructors have years of software experience and are patient and knowledgeable. Our instructors consistently receive the highest evaluations from their students.

Student Materials

Student manuals are easy-to-follow and are loaded with practical exercises. Many of our student manuals are Microsoft, Adobe, or QuickBooks approved. All exercise files are provided, and can be accessed online at anytime. Students will receive a Certificate of Completion for each of their classes.

On-Site Training

If you have an appropriate training room, we can conduct training sessions at your location. We can customize the topics to cover the features you need. We have pricing for half-day and full-day On-site classes. Discounts are available for multiple On-site classes. Ask us about supplying computers!

Private Classes & Tutoring

If a group of employees at your organization needs customized training or you need individual training with an instructor, we offer private classes and tutoring! Private training can be done at one of our training centers or at your location. Just call and we can tell you about availability.

In Classroom or Learn from Home

You can attend in person or attend remotely from home. Either way you are able to ask the instructor questions during the class. The instructor can see your screen, even if you attending from home, to help if you are having problems with any exercises.

Free Repeats And After Class Support

Our classes are limited to small groups so that students receive personal attention from their instructor. Free telephone or email support for thirty days is included with your training. Satisfaction guaranteed! Any class you take can be repeated at no charge (as long as there is a seat available in the class you request). Classes can be repeated within six months of the original class date.

TRAINING COUPONS

Business Coupons

Buy a book of Business Coupons to send students to our regularly-scheduled business software classes. One coupon is good for one regularly-scheduled class from the list below.* Coupons can be used by different people in your organization. Save up to 41%!

Coupons are good for one year from purchase date.

10 Coupons – $3,390
25 Coupons – $7,975
50 Coupons – $14,950

** Please note that the 'Business Coupons' can be used for the following classes: Introduction to Windows, Word, Excel and Access (Introduction, Intermediate, or Advanced), PowerPoint and Outlook: Introduction or Intermediate, QuickBooks Pro: Part I, Part 2 or Part 3, SharePoint Part 1 or Part 2..*

MICROSOFT EXCEL

Excel Part 1

Learn to move and copy data, create basic formulas, insert basic functions, insert rows and columns, apply number formats, & more!
6 total classroom hours.

Excel Part 2

Learn PivotTables, advanced formulas, IF functions, database functions, formulas with dates, sorting, and filtering, outlines, subtotals; create charts, tables & more!
6 total classroom hours.

Excel Part 3

Learn VLOOKUP, data validation, forecasting data and potential outcomes, linking multiple worksheets and workbooks, macros, & more!
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/excel

Take all 3 Excel Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-excel-combo-program

ON-SITE TRAINING

We can come to your location to teach classes with your choice of topics. Prices start from $1495 for a full-day class.

ROOM RENTALS

If you have a need to conduct computer training, we have rooms that you can rent, up to 25 computers per room.

LONGER TRAINING PROGRAMS

Computer Training Source, Inc has longer training programs available. These programs are approved for WIOA and TAA job-training funding.

ENROLL ONLINE OR CALL US

WWW.CTSTRAINING.COM
Chicago, IL : (312) 923-2100
Schaumburg, IL : (847) 240-1972
Naperville, IL : (630) 245-6911

MICROSOFT ACCESS

Access Part 1

Learn to design a simple database, enter, and correct information, filter, and sort data; create tables, use forms, perform queries by using practical examples and generate reports.
6 total classroom hours

Access Part 2

Learn the principles of table relationships, advanced query techniques, use data validation, use calculated fields, adjust data types, set field properties, and perform database maintenance. You will also use input masks, use controls in forms, learn the lookup feature, and work further with queries and reports.
6 total classroom hours.

Access Part 3

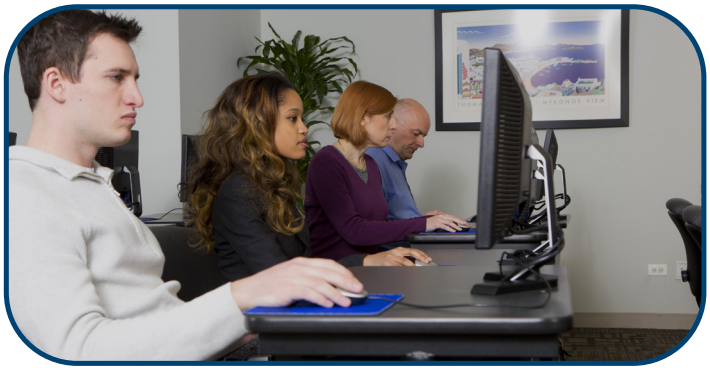
Learn how to import and export data across applications, create action queries, implement advanced form controls, create complex reports, and use macros. Students will also learn advanced database management and security techniques.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/access

Take all 3 Access Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-access-combo-program

PRIVATE TRAINING

You can hold a private training at one of our locations to teach classes with your choice of topics. Prices start from $1295 for a full-day class.



Attend in person or attend remotely from home!

MICROSOFT OUTLOOK

Outlook Part 1

Learn how to read and send e-mail messages using several techniques. Then how to manage e-mail messages and attachments, configure message options, and use search folders. Students will also learn to manage contacts and use the People Pane, work with tasks, and create appointments. Finally, they will learn to send and respond to meeting requests.
6 total classroom hours

Outlook Part 2

Students will learn how to customize Outlook and work with address books. They will search and filter mail folders, and apply and customize categories. Students will also work with personal, public, and offline folders. Finally, students will organize folders and set rules.
6 total classroom hours

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/outlook

MICROSOFT POWERPOINT

PowerPoint Part 1

Learn to create and rearrange slides in presentations, format text, use drawing objects, and work with graphical elements. Understand how to adjust background settings, apply transition effects, create handouts and notes, and run presentations.
6 total classroom hours.

PowerPoint Part 2

Learn to use slide masters and templates, insert tables and charts, as well as integrate with Word and Excel, incorporate media such as video and audio and customize animations and transitions. Students will also learn how to collaborate on and secure a presentation.
6 total classroom hours

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/PowerPoint

Take both PowerPoint Classes: Part 1 and Part 2 as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-powerpoint-combo-program

ON-SITE TRAINING

We can come to your location to teach classes with your choice of topics. Prices start from $1495 for a full-day class.

MICROSOFT WORD

Word Part 1

Learn to create, navigate, and save documents; enter, and edit text, formatting, create tables, insert headers and footers, insert graphics, and more. Additionally, learn how to customize the ribbon and the Quick Access toolbar.
6 total classroom hours.

Word Part 2

In our Intermediate Word class, learn to perform mail merges, print labels and envelopes, and format tables. Students will work with styles, sections, columns and use the Navigation pane to work with outlines. Students will also use document templates, manage document revisions, create master documents, table of contents, table of figures, and more.
6 total classroom hours.

Word Part 3

Students will work with SmartArt graphics and drawing tools; create forms and macros, insert footnotes, endnotes, cross-references, citations and more. Students will also learn how to collaborate on documents including tracking changes and reviewing markups.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/word

Take all 3 Word Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-word-combo-program

MICROSOFT PROJECT

MS Project: Creating Projects

Students will learn how to create and modify task lists, establish a project schedule, create calendars, assign resources to tasks, track costs, and work with different views and tables. Students will also apply filters and groups, and sort task and resource data. Finally, they will learn how to resolve resource conflicts.
6 total classroom hours.

MS Project: Managing Projects

Students will learn how to work with templates, create baseline plans, monitor and update projects, analyze project statistics, handle delays and conflicts, create reports, consolidate project files, share resources, and customize Project. Students will also learn how to integrate Project data with other Office applications
6 total clasroom hours..

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/project

Take both Project Classes: Creating Projects and Managing Projects as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-project-combo-program

MICROSOFT WINDOWS

Windows/File Management Introduction

Learn how to use the Start menu and taskbar; move, resize windows; create and manage files, folders, and libraries; edit file metadata; and search for content on their computers. You will also create shortcuts, use gadgets, and change system settings. Finally, students will browse the Web add sites to their Favorites lists.
6 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/windows

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Naperville, IL : (630) 245-6911

ADOBE PHOTOSHOP

Photoshop Part 1

Learn about image copyright, identify the components of the Photoshop environment, learn about the differences between raster and vector graphics, and learn how to use Adobe Bridge. Also, how to modify and manipulate selections. Work with text, layers, and layer effects; learn to adjust, retouch, and resize images; and how to prepare images for printing and the Web.
6 total classroom hours.

Photoshop Part 2

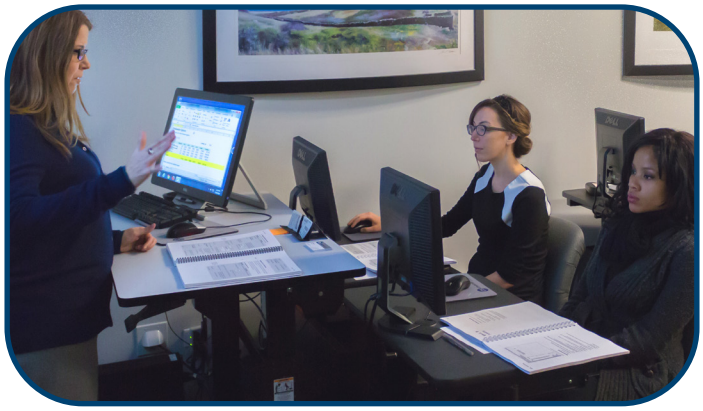
Students will learn how to use color fills, gradients, patterns, and overlays. Also, create layer masks and clipping masks to show or hide various parts of an image. They will create and edit paths and convert type to paths. In addition, students will learn how to apply a variety of creative effects, use the Vanishing Point feature and Smart Filters.
6 total classroom hours.

Photoshop Part 3

Learn project management basics and how to create layer comps. Explore various techniques for adjusting the quality of an image and making color adjustments. Also, how to use CYMK separations for prepress, customize ink options. Finally, learn how to optimize images for the Web, balancing quality and file size, and how to prepare images for use in video productions.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/photoshop

Take all 3 Photoshop Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/adobe-photoshop-combo-program



ADOBE ACROBAT

Acrobat Part 1

Learn PDF basics and explore the Acrobat interface. You'll learn how to navigate and organize PDF documents. Create PDF documents from within other applications, and Web pages. Learn to modify PDF content and how to manage security issues and explore document review techniques.
6 total classroom hours

Acrobat Part 2

They will learn how to discover geospatial data in a PDF map. Also, color management, proofing, color separations, managing inks, and transparency flattening. You will use the Preflight feature to test and convert a document to comply with print provider requirements or ISO 9000 standards such as PDF/X, PDF/A, or PDF/E. Students will learn to create interactive forms using both the Form Editor as well as LiveCycle Designer ES2.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/acrobat

Take both Acrobat Classes: Part 1 and Part 2 as a bundle, which saves over 15%!
www.ctstraining.com/adobe-acrobat-combo-program

ADOBE PREMIERE

Premiere Part 1

Premiere is one of the most adaptable digital video editing tools on the market today. We'll learn about the work area, video basics and terminology, transitions, filters, audio, titles & superimposing, the motion command, advanced editing, and layers.
6 total classroom hours.

Premiere Part 2

This class focuses on getting students familiar with a complete and logical workflow for creating a video production, thus providing a background of how projects go from start to finish. Topics include color correction, applying transitions effectively, controlling clip speed and key framing.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/premiere

LONGER TRAINING PROGRAMS

Computer Training Source, Inc has longer training programs available. These programs are approved for WIOA and TAA job-training funding.

ADOBE INDESIGN

InDesign Part 1

This course is intended for students who want to use the basic tools and features of InDesign to create professional page layouts and designs. In this course, students will use Adobe InDesign to create and deliver professional looking printed and interactive documents. Students will learn to navigate the InDesign interface, create a new document, customize a document using color, swatches, gradients, and styles as well as manage page elements, add tables and finally prepare documents for deployment.
6 total classroom hours.

InDesign Part 2

This course is intended for students who want to expand their entry-level knowledge of Adobe InDesign by using advanced features and collaboration tools. Students will learn how to prepare documents for multiple formats, manage advanced page layouts, manage styles, build complex paths as well as manage external files and create dynamic documents. Including managing long documents and publishing InDesign files for other formats and customized print settings.
6 total classroom hours.

InDesign Part 3

Our InDesign Part 3 will cover importing and modifying graphics, creating clipping paths, working with transparency and enhancing graphics with special effects, working with advanced text techniques, adding interactive elements for creating E-books, creating animation, setting page transitions, adding sound and movies, adding hyperlinks and advanced navigation techniques, working with form fields, and more.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/premiere

Take all 3 InDesign Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/adobe-indesign-combo-program

ADOBE ILLUSTRATOR

Illustrator Part 1

After getting familiar with the Illustrator environment, students will learn how to create a simple illustration by creating and manipulating shapes and by drawing and editing paths. Students will also learn how to apply color, gradients, and transparency. They will then learn how to work with text and layers.
6 total classroom hours

Illustrator Part 2

Students will learn more advanced techniques for working with paths, masks, fills, and strokes. Students will also learn how to use transformation tools, envelopes, filters, effects, and graphic styles. In addition, students will learn how to convert raster images to vector art and how to manage color settings, color separations, and print specifications. Finally, students will learn how to work with slices and how to optimize and export images for the Web.
6 total classroom hours.

Illustrator Part 3

We will take a look at practical insights on creating illustrations. In this class we will work with advanced type, symbols, graphs, color, effects, web graphics, and custom workspaces.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/illustrator

Take all 3 Illustrator Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/adobe-illustrator-combo-program

ADOBE AFTER EFFECTS

After Effects Part 1

This class will cover setup and pre-roll, working with text, rendering, integrating Photoshop images, transparency and alpha channels, special effects advanced motion techniques, and special effects for film.
6 total class hours

After Effects Part 2

This class will take students beyond the basics of After Effects. The course expands student knowledge into more advance techniques for the creation of effects for animation and video. Topics included are compositing, layers, rotoscoping and green screen.
6 total class hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/after

GOOGLE ANALYTICS

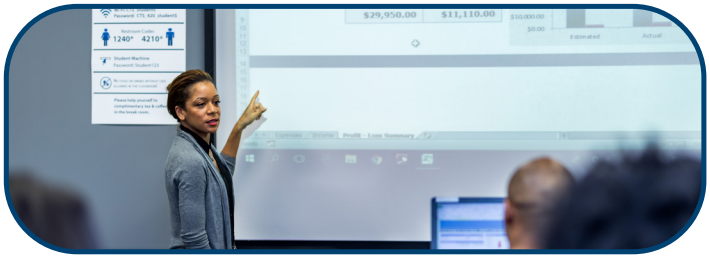
Google Analytics Part 1

Google Analytics is a suite that is integrated with Google's data to help draw conclusions about the effectiveness of your site content, promotions and advertising campaigns. Learn how to implement Google Analytics, how to manage your accounts, perform reports and in-depth analysis with specific reports.
6 total classroom hours.

Google Analytics Part 2

This class will help you gain the ability to create and customize your information the way you want. You will learn how to do an account setup and event tracking. Also learn the steps to building dashboards and building custom reports.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/online-marketing-training-classes



GOOGLE ADS

Google Ads Part 1

Google Analytics is a suite that is integrated with Google's data to help draw conclusions about the effectiveness of your site content, promotions and advertising campaigns. Learn how to implement Google Analytics, how to manage your accounts, perform reports and in-depth analysis with specific reports.
6 total classroom hours.

Google Ads Part 2

This class will help you gain the ability to create and customize your information the way you want. You will learn how to do an account setup and event tracking. Also learn the steps to building dashboards and building custom reports.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/online-marketing-training-classes

Take 4 marketing classes as a bundle, which saves over 15%!
www.ctstraining.com/internet-marketing-combo-program

ONLINE MARKETING

Social Media

The business benefits of Facebook, Twitter, Linked-In, and more will be taught in this class. Engagement, viral marketing, mobile considerations, analysis and measurement, and more will be included.
6 total classroom hours

SEO

Training in keyword research, on page search engine optimization (SEO), link building, and more. We'll see how to use analytics, how to research your competitors links, and keeping your web site search engine friendly. You'll learn on-page and off-page techniques to increase your ranking in the Google search engine results pages (SERP).
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/online-marketing-training-classes

Take 4 marketing classes as a bundle, which saves over 15%!
www.ctstraining.com/internet-marketing-combo-program

MICROSOFT SHAREPOINT

SharePoint Part 1

In our Part I one-day class you will take the role of a site user; learn how to navigate SharePoint, work successfully and easily with lists and libraries, and share and follow content. You will also learn basic customization of the SharePoint environment, including creating views and configuring personal settings.
6 total classroom hours.

SharePoint Part 2

In our Part II one-day class you will take the role of the site owner. You will learn how to create and configure a Team site as well as a Communication site; add libraries, lists and page components, change the look and feel of a site, control the display of content, and assign permissions and access rights. You must take our Basic class (or have used SharePoint for at least three months) before taking this class.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/sharepoint

Take both SharePoint Classes: Part 1 and Part 2 as a bundle, which saves over 15%!
www.ctstraining.com/microsoft-sharepoint-combo-program

QUICKBOOKS DESKTOP

QuickBooks Desktop Part 1

Learn to organize business finances. Also, how to start QuickBooks, set preferences and how to identify the various components of the operating environment. You will walk away knowing how to set up a company, set up inventory, work with invoices, process payments, and how to enter and pay bills.
6 total classroom hours.

QuickBooks Desktop Part 2

Learn how to perform various transactions within this class. Also, to customize forms, create reports, how to use other QuickBooks accounts, track and pay sales tax, and prepare payroll. You must take QuickBooks Part I class (or have used QuickBooks for at least three months) before taking this class.
6 total classroom hours.

QuickBooks Desktop Part 3

This class involves the practical use of QuickBooks with a mock company. You will be entering, editing and deleting multiple bills, checks, invoices and credit card charges in realistic workflow scenarios.
6 total classroom hours.

Take all 3 QuickBooks Classes: Part 1, Part 2 and Part 3 as a bundle, which saves over 15%!
www.ctstraining.com/quickbooks-combo-program

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/QuickBooks

LONGER TRAINING PROGRAMS

Computer Training Source, Inc has longer training programs available. These programs are approved for WIOA and TAA job-training funding.

QUICKBOOKS ONLINE

QuickBooks Desktop Online Part 1

This class involves the practical use of QuickBooks Online with a mock company. The students will be introduced to the platform. Practice entering/editing/deleting bills, checks, invoices, and credit card transactions in realistic workflow scenarios. The students will also work on reconciling credit card and bank statements. Additional topics are covered as well.
6 total classroom hours.

QuickBooks Desktop Online Part 2

You will learn how to perform various transactions within this class. Also, learn how to customize forms, create reports, how to use other QuickBooks accounts, track and pay sales tax, how to use online banking, and prepare payroll. You must take QuickBooks Part I class (or have used QuickBooks for at least three months) before taking this class.
6 total classroom hours.

QuickBooks Desktop Online Part 3

This class involves the practical use of QuickBooks with a mock company. The students will be entering/editing/deleting multiple bills, checks, invoices, and credit card charges in realistic workflow scenarios. The students will also work on reconciling credit card and bank statements. Students should take Part I and Part II before this class, or have less than 1 year of experience using QuickBooks.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/QuickBooks

ROOM RENTALS

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IN PERSON OR FROM HOME

You may attend in person or remotely from home. Either way, it's always with a live instructor. Call or email for details.

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Chicago, IL : (312) 923-2100
Schaumburg, IL : (847) 240-1972
Naperville, IL : (630) 245-6911

HTML & CSS

HTML Part 1

HTML is the language of all websites. Keep your website up-to-date: learn to write HTML to design or change web pages. We'll cover adding 'tags', links, images, style sheets, frames, tables, and more.
6 total classroom hours.

HTML Part 2

We'll cover basic and advanced forms, image maps, cascading style sheets, color and background properties, reusing styles, and tips and tricks.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/HTML

CSS Part 1

The class will take students through the Web page creation process, one step at a time. Students will start with a review of CSS essentials, learn to build effective navigation and page layouts, and then move on to work with typography, colors, backgrounds, and white space.
6 total classroom hours.

CSS Part 2

Learn to create CSS layouts, use invisible HTML containers to create a page structure, use CSS Flexbox to create rows & columns, use Flex to size columns, position content within invisible containers, make your layouts responsive, and more in this class.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/HTML

"It was informative, useful and positive. The day also went by really quickly which was nice for professional development."
- Brigid McClelland, (*Chicago Public Schools)*

WORDPRESS

WordPress Level 1

WordPress has become one of the most popular blogging tools on the web. Learn how to setup, configure and post with WordPress. We will also look at how to customize a WordPress site with themes.
6 total classroom hours.

WordPress Level 2

Learn to install WordPress on a hosted server, using WordPress as a content management system (CMS), customizing themes and appearance with widgets and code changes, and adding plug-ins. (Some HTML, PHP, and either Photoshop or Fireworks knowledge is preferable to take this class.)
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/wordpress-training-classes

Take both WordPress Classes: Part 1 and Part 2 as a bundle, which saves over 15%!
www.ctstraining.com/wordpress-combo-program

MySQL

MySQL Introduction

MySQL Introduction will allow you to work with databases by identifying the fundamental concepts of databases, creating a preliminary database design, applying normalization techniques, and familiarizing yourself with relational database management systems. Using various SQL commands, indexes, and views, you can work with and modify data efficiently within a database.
12 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/mysql-training-classes

PHP

PHP Introduction

PHP is a scripting language used for creating dynamic websites. In this course, you will acquaint yourself with PHP by working with its common script elements to create forms, address the stateless nature of HTTP by setting cookies and session variables in your scripts, and write the data entered in a form to a database. This course is designed for the student who is well versed with scripting languages, such as HTML and SQL.
12 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/php-training-classes

JavaScript

JavaScript Introduction

This course teaches you how to develop interactive web pages using the JavaScript language. With JavaScript, you can include programs that interact with the user, control the browser and dynamically create HTML content.
12 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/javascript-training-classes

PYTHON

Python

Learn Python coding including basics of programming and fundamental techniques used in object-oriented programming. Training includes programming concepts conditional execution, loops, Python programming language syntax, semantics, and the runtime environment. This course helps prepare you to take the PCAP certification.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/python-training-classes

AWS

AWS Certified Cloud Practitioner

You'll learn what the AWS Cloud is and the basic global infrastructure. We'll teach you to describe basic AWS Cloud architectural principles, the AWS Cloud value proposition, the key services on the AWS platform and their common uses, and the basic security and compliance aspects of the AWS platform. You'll learn the billing, account management, and pricing models of AWS and be able to describe the core characteristics of deploying and operating in the AWS Cloud.
18 total classroom hours.

AWS Solutions Architect Associate

Learn how to architect and deploy secure and robust applications on AWS technologies, define solutions using architectural design principles based on customer requirements, and provide implementation guidance based on best practices.
40 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/aws-training-classes

LONGER TRAINING PROGRAMS

Computer Training Source, Inc has longer training programs available. These programs are approved for WIOA and TAA job-training funding.

COMPTIA A+

CompTIA A+

This course will present fundamental skills and concepts that you will use on the job. In this course, you will acquire the essential skills to install, upgrade, repair, configure, troubleshoot, optimize, and perform preventative maintenance of basic personal computer hardware and operating systems.
48 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/comptia-a-training-classes

COMPTIA NETWORK+

CompTIA Network+

Network+™ certification is an international industry credential that validates the knowledge of networking professionals. Earning the Network+ certification means that the candidate possesses the knowledge needed to configure a wide range of vendor and product-neutral networking technologies.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/comptia-network-training-classes

COMPTIA SECURITY+

CompTIA Security+

This blended course will prepare students to pass the current CompTIA Security+ certification exam. You will understand the field of network security and how it relates to other areas of information technology. This course also provides the broad-based knowledge necessary to prepare for further study in specialized security fields
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/comptia-security-classes

CISCO CCNA

CCNA Certification Course

Cisco Certified Network Associate (CCNA) validates the ability to install, configure, operate, and troubleshoot medium-size route and switched networks, including implementation and verification of connections to remote sites in a WAN. CCNA curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/cisco-ccna-training-classes

CISSP

CISSP

CISSP is the premier certification for today's information system security professional. It is a premier certification from the international Information System Security Certification Consortium, Inc (ISC) 2 ®. The skill and knowledge you gain in this course will help you master the eight CISSP domains and ensure your credibility and success within the information system security field.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/cissp-training-classes

> "Today's training session was outstanding. Much was learned. The instructor was patient, encouraging and also entertaining. I would enjoy attending additional classes at CTS. A pleasurable and productive use of time by all."
> **- Lysette Bailey, (*BMO Harris Bank)***

SALESFORCE

Salesforce Admin Certification Prep

This hands-on course is designed for professionals who are trying to obtain the Salesforce Administrator Certification (ADM201). Students will learn how to customize their organization's application, including creating new objects, page layouts, fields, and business processes. The class will also provide the students with a strong foundation on how to maintain and manage data, create high-quality reports and dashboards, and how to automate business processes for their organization.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/salesforce

PMP EXAM PREP

PMP Exam Prep

The (PMP)® credential is the most important industry-recognized certification for Project Managers. Recognized and demanded by organizations worldwide, the PMP® certification validates your competence to perform in the role of a project manager, leading and directing projects and teams. This class will meet the education requirements for the PMP® exam.
40 total classroom hours.

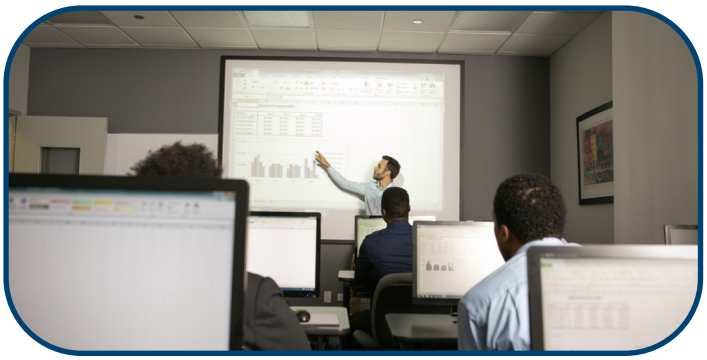
To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/pmp-training-classes

SIX SIGMA

Six Sigma Green Belt

Six Sigma is a comprehensive approach for improving any business process. Six Sigma training covers the Six Sigma Body of Knowledge including Lean Principles and Six Sigma and the DMAIC (Define, Measure, Analyze, Improve and Control) methodology. This course also draws on tools from Kanban, JIT (Just In Time), TQM (Total Quality Management), 5s and other process improvement and/or quality methodologies.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/sixsigma



IN PERSON OR FROM HOME

You may attend in person or remotely from home. Either way, it's always with a live instructor. Call or email for details.

ENROLL ONLINE OR CALL US

WWW.CTSTRAINING.COM

Chicago, IL : (312) 923-2100
Schaumburg, IL : (847) 240-1972
Naperville, IL : (630) 245-6911

AGILE

SAFe Scrum Agilist

Atendees gain the knowledge necessary to lead a Lean-Agile enterprise by leveraging the Scaled Agile Framework® (SAFe®) and its underlying principles derived from Lean, systems thinking, Agile development, product development flow, and DevOps. Participants in the class gain insights into mastering Business Agility in order to thrive in the competitive market. They discuss how to establish team and technical agility and organize and re-organize around the flow of value, and much more
16 total classroom hours

SAFe Scrum Master (SSM)

Unlike traditional Scrum Master training that focuses on the fundamentals of team-level Scrum, the SAFe Scrum Master course explores the role of the Scrum Master in the context of the entire enterprise, and prepares students to successfully plan and execute the Program Increment (PI), the primary enabler of alignment throughout all levels of a SAFe organization.
16 total classroom hours

SAFe Product Owner/Product Manager (POPM)

Students gain an in-depth understanding of how to effectively perform their role in the Agile Release Train (ART) as it delivers value through Program Increments. Students explore how to apply Lean thinking to decompose Epics into Features and Stories, refine Features and Stories, manage Program and Team backlogs, and to plan and execute Iterations and Program Increments.
16 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/agile

ROOM RENTALS

If you have a need to conduct computer training, we have rooms that you can rent, up to 25 computers per room.

ITIL

ITIL

Attend one of our classes listed below to prepare to sit for an ITIL Foundation V4 certification. ITIL is the most widely adopted approach for IT Service Management in the world. It provides a practical, no-nonsense framework for identifying, planning, delivering and supporting IT services to the business.
24 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/itil

BUSINESS ANALYSIS

Business Analysis

Business Analysis is the practice of enabling change by defining business needs and opportunities and recommending solutions that deliver value. A Business Analyst drives change through strategy analysis, requirements analysis and design definition, solution evaluation, and facilitating collaboration.
40 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/business-analysis-ba-training-classes

DATA ANALYTICS - POWER BI

Power BI

Learn data cleansing, shaping, modeling, visualizing, and analyzing. Do data analysis through Power BI desktop and service. Build visualizations and reports. Learn to manage Power BI assets, including reports, dashboards, workspaces, security, performance tuning, and advanced analytics. This class covers topics for DA-100 Microsoft Certified Data Analyst Associate exam.
24 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/power-bi

SQL QUERIES

SQL Queries Introduction

SQL statements are used to perform tasks such as updating data on a database. Some common relational database management systems that use SQL are: Oracle, Sybase, Microsoft SQL Server, Access, Ingres, and others. Some of these database systems will have extensions specific only to their system. However, the standard SQL commands such as "Select", "Insert", "Update", "Delete", "Create", and "Drop" are used with all these database systems.
12 total classroom hours.

To view class dates, times, and fees for this class, please visit:
www.ctstraining.com/sql-queries

TABLEAU

Tableau Part 1

Learn to build effective visualizations and dashboards. Learn how to quickly connect to data sources; build useful calculations; build data visualizations including bar & line charts, geographic maps, scatter plots, dual axis charts, and tables; build dashboards; share with others. Learn how to create and present stories.
6 total classroom hours.

Tableau Part 2

Advance your Tableau skills by learning to create more advanced visualizations including trend and forecasting. Learn to leverage your data using interactivity and parameters; create table and level of detail calculations. Learn techniques for creating dynamic dashboards to gain deeper insights from data.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
www.ctstraining.com/tableau

AI Training

AI: Prompt Engineering

Learn how to get useful information from AI. Familiarize yourself with core prompting techniques such as Q&A, information extraction, and text summarization. By clearly stating your requirements in your prompts, AI tools can efficiently summarize information, generate ideas, and solve problems. Utilize AI for writing, editing, proofreading, research, ideas, design, and more. Create innovative graphics, personalized images, and distinctive product designs of high quality. AI tools can quickly generate a variety of graphical content such as art, illustrations, diagrams, photos, and other visual concepts.
6 total classroom hours.

To view class dates, times, and fees for these classes, please visit:
https://www.ctstraining.com/AI

IN PERSON OR FROM HOME

You may attend in person or remotely from home. Either way, it's always with a live instructor. Call or email for details.

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Chicago, IL : (312) 923-2100
Schaumburg, IL : (847) 240-1972
Naperville, IL : (630) 245-6911

Schaumburg Location

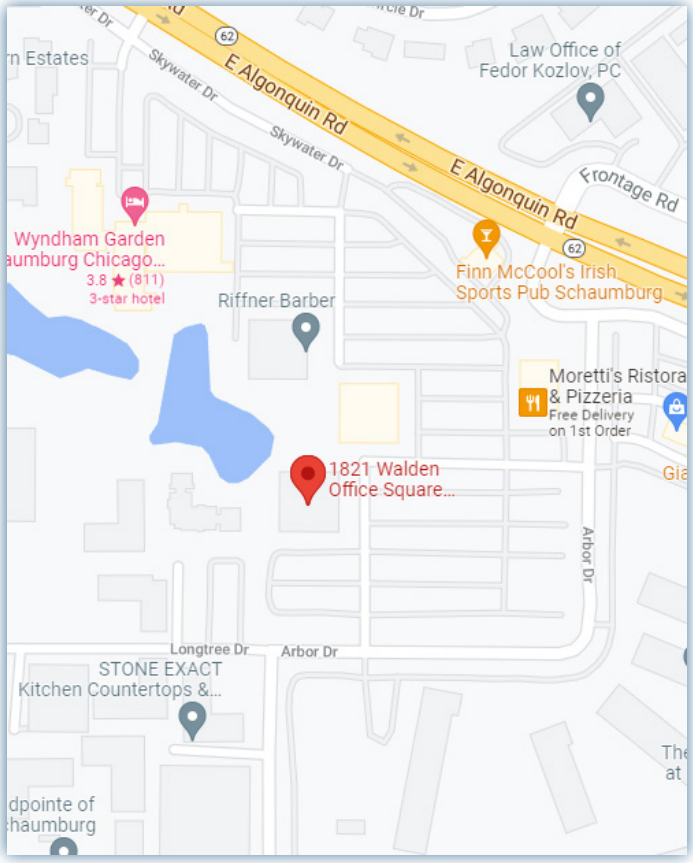
1821 Walden Office Square: Suite 400
Schaumburg, IL 60173
(847) 240-1972
Email: info@CTStraining.com

At this time, walk-ins are not allowed.
Please call or email us to make an appointment if you would like to meet in-person.

HOW TO FIND US

We are located just off Algonquin Road, between Meacham and Route 53. Ample free parking is available.

Our building is next to Moretti's Pizza and Finn McCools.

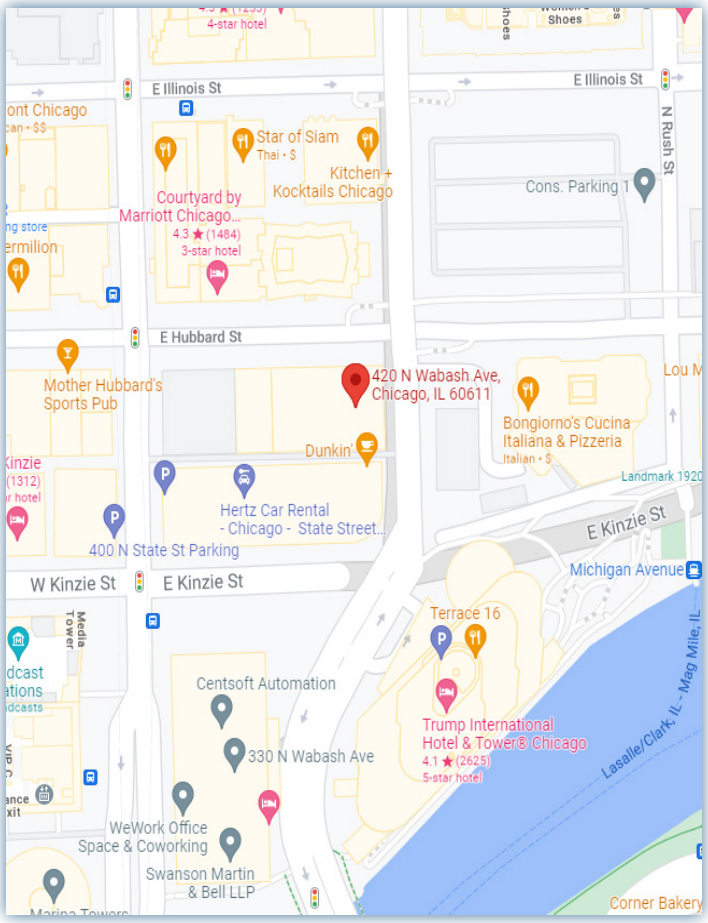


Chicago Location

420 N. Wabash Ave. Suite 203
Chicago, IL 60611
(312) 923-2100
Email: info@CTStraining.com

At this time, walk-ins are not allowed.
Please call or email us to make an appointment if you would like to meet in-person.

HOW TO FIND US

Our Chicago location is two blocks west of North Michigan Avenue. We are near the Grand Avenue stop on the CTA's Red Line. Many buses also stop near our Chicago location on upper Wabash Avenue.

Reduced-rate parking is available in the AMA Plaza parking garage next to the Dunkin' Donuts, and also in the Trump Tower. Parking rebates available in the main reception area of CTS.