

It's a Wonderful ord

- Do you waste a lot of time producing bids, tenders or Word documents?
- Does Word drive you mad with numbering?
- Would you like Word to create a flexible Table of Contents quickly and easily?

Come on our Word workshop

Don't stress, save time, get rid of those gremlins!!!

When: Thursday, 16 June, 2016

9.30 a.m. – 12.30 p.m.

£40 per person

Where: Town Hall Chambers, High St East, Wallsend, NE28 7RR

Interested?

To book contact us: enquiries@msctraining.co.uk, text mobile: 07710 384 537 OR complete our contact form: <http://www.msctraining.co.uk/contact-us>

Power to your owerPoint

So you want to create an interesting Presentation!!!



Try our bitesize workshop

Learn how to design slides

How to concentrate the mind of your audience!!!

When: Friday, 24 June, 2016

9.30 a.m. – 12.30 p.m.

£30 per person