QuickBooks Pro 2014
Learn to manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks® is designed especially for the small- to midsized-business owner who needs a fully functional accounting system that’s also easy to use.

June 9&10 • 1 - 5 p.m.  $165  $145  
(price includes book)
Instructor- Jamie Morpew

Microsoft Excel 2013: Level 1
Looking to tackle the beginning parts of Microsoft Excel? This class is designed to go over; entering and editing data; selecting cells and ranges; printing worksheets; creating formulas and functions; formatting cell contents; inserting and deleting columns, rows, and cells; and charts. Ideal as refresher or awesome for someone looking to get their feet wet!

June 29 & 30 • 1 - 5 p.m.  $159  $145  
(price includes book)
Instructor- Luis Luna

Microsoft Excel 2013: Level 2
Ready to broaden your Excel knowledge. In level 2 we learn large worksheets and workbooks; tables; outlines; inserting clip art, pictures and SmartArt; templates; plus digital signatures. Quintessential for those looking to fine tune their skill set.

July 6 & 7 • 1 - 5 p.m.  $159  $145  
(price includes book)
Instructor- Luis Luna

Introductory Baking and Pastry
Sick of purchasing bake goods from the grocery store? Ready to learn to bake like your grandma did? This class you will gain an understanding of the ingredients and methods used in creating breads, pastries, cookies and other desserts.

July 11 • 1 - 3 p.m.  $35  
Instructor- Chef Jacob Huth

Grilling- Become a Backyard Master
Summer is here and so is grilling season! After this class you can impress your guests with knowledge in the basics of grilling and smoking. Also, learn tips on different rubs and marinades. We will be featuring the Buster Red Meats a staple for any good cookout!

June 27 • 10 a.m. - 1 p.m.  $45  
Instructor- Chef Jacob Huth

Register *Early registration is strongly encouraged

6-Week Classes start:  
June 17 & July 15  
Only $99

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• Speed Spanish  
• Introduction to Interior Design  
• Merrill Ream Speed Reading

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• Understanding the Cloud

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