

Start your new, higher paying, Career Now!

At the Training Institute of Elgin we offer you a chance to train for industry specific certificate exams. We have classes in CompTIA® A+, Network+ Security+ and more.

For Microsoft® we offer training using the MOAC training manuals with incorporated hands on labs. MCSE, MCSA, MCITP, MCTS, MCA, MCDST, and many more.



Certifications help prospective employers' know your skill level.

Some of the other Microsoft certificate trainings we offer include:

- Windows 7®
- Windows 2006 Server®
- Windows 2008 Server® Network
- Windows 2008 Server® Infrastructure
- Windows 2003 Server® Active Directory
- Windows Vista® Client
- Windows 7® Configuring
- Windows 8® & 8.1®
- Windows 10®

We also offer the Cisco® CCNA and CCENT, and CCDA exam preparation training.

Through our program you get hands on training at your own pace to help assure a passing grade on your first certification attempt.



Make your career Happen
Get Certified Today!

Microsoft
CERTIFIED
Approved Courseware

WELCOME  BACK
VETERANS



Open up a world of opportunities

Get certified today

**Training Institute of Elgin
Community Technology Center**

620 Wing Street
Suite 9
Elgin, IL 60123-2800

Phone: (847) 214-6254 - E-mail: Info@TIE-edu.org

www.TIE-edu.org

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**Training Institute of Elgin
Community Technology Center**

*Helping you TIE it all together for
a better understanding of
computer technology!*

**Get Training
NOW!**

Young Adult Programs



(847) 214-6254
Tuesday—Friday 10:00 AM to 4:30 PM



What is a Community Technology Center?

A community technology center is a place you can go to receive **FREE** or low cost computer training in a variety of technology related jobs and services. We offer you a chance to improve your business skills or just learn about computers and their applications. Our training is self paced so there is no rush to complete any of our classes, you can take as much time as necessary so you always get the most out of each class.

All of our programs and services are Free of charge so you don't pay for self paced class.

Training is structured to allow you the time you need to complete each lesson before having to move on to the next. There is even a way for you to skip a lesson if it is something you already know.

If you are in one of our work training programs and have a specific project you need assistance with, we will be there to help. Need a PowerPoint® for a presentation, let us help you add animation or special artistic features to make it really stand out.

Our **flex schedule** lets you start and stop classes if you have a personal schedule change. You are not locked in to a specific time and day each week.



Here is a list of just some of the classes we offer:

Microsoft® Office Classes:

- Word 2007-2016
- Excel 2007-2016
- PowerPoint 2007-2016
- Publisher 2007-2016
- Outlook 2007-2016
- Access 2007-2016

All **Microsoft® Office®** classes are offered in three levels, Beginner, Intermediate, and Expert so you can enter a program at your specific level and not waste your time re-learning things you already know.

Basic Computer Classes:

- **Orientation (First time user)**
 - Mouse & Keyboard use
 - Internet applications
 - Sending an e-mail
 - Word processing
 - Printing and Saving information
- **Intermediate Computer users**
 - Surfing the Web (safely)
 - Virus Protection Software
 - Anti-Spyware Software
 - Shopping on the Web
 - Banking on the Web
- **Advanced Computing**
 - Minor PC repairs
 - Defragmenting the Hard Drive
 - Tips to Speed up the Computer
 - Backing up your data

Operating System Classes:

Microsoft® Operating Systems:

- Windows 7®
- Windows 8® & 8.1®
- Windows 2016 Server®
- Vista®
- Windows 10®

Choosing the Right Computer for you:

- Laptops
- Desktops
- Notebooks
- Tablets
- All in One PC's

Classes are forming NOW!

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