

Fall 2010 Success Seminar Series



Special Package Mastering Microsoft Office

Want to boost your productivity and learn how to do more with less? For a limited time, MTI is offering a special **Mastering Microsoft Office** package. Select eight of our most popular computer classes for only \$399 (retail value of up to \$750). For details, call 251-478-6848 or see www.mobiletechwebsite.com.

Show Me How

Now is the time to improve your professional and computer skills with MTI's Success Seminar Series. MTI's **Show Me How** seminars are just what you need to boost your professional performance!

CE Credit

Continuing Education credit is available for a wide variety of professional and healthcare fields (including Nurses (ABNP1276), Nursing Home Administrators, social workers, CPAs Engineers, Land Surveyors, HVAC Contractors, HR Professionals (SPHR, PHR) and others), Attorneys, and others. Call today for information on your field.

Certification Testing

MTI operates local and mobile (on-site) authorized test centers for hundreds of nationally and internationally recognized certification exams, including Microsoft, CompTIA, and more. Computer-based ServSafe testing is also available.

Online Training Options:

See mobiletechwebsite.com for details about MTI's many online training options (including real estate, safety, computer skills, business classes, and more.)

On-Site Training:

Private training sessions for individuals or groups of any size may be scheduled at your location anywhere in the U.S., or at the MTI training facility in Mobile, AL.

Hands-on Computer Training

Oct 5 & 7 (Tu/Th)	Excel 2007 Essentials	8:30 am – 12:30 pm	\$150
Oct 6 (W)	Word 2003 Intermediate	8:30 am – 12:30 pm	\$75
Oct 14 (Th)	Word 2007 Essentials	8:30 am – 12:30 pm	\$75
Oct 15 (F)	Advanced Excel	8:30 am – 3:30 pm	\$125
Oct 19 (Tu)	Word 2003 Basic	8:30 am – 12:30 pm	\$75
Oct 21 (Th)	Excel 2003 Basic	8:30 am – 3:30 pm	\$125
Oct 22 (F)	Word 2007 Intermediate	8:30 am – 12:30 pm	\$75
Oct 26 & 28 (Tu/Th)	Access	8:30 am – 3:30 pm	\$250
Oct 27 (W)	Excel 2003 Intermediate	8:30 am – 3:30 pm	\$125
Oct 29 (F)	PowerPoint 2007	8:30 am – 12:30 pm	\$75
Nov 2 & 4 (Tu/Th)	Excel 2007 Essentials	8:30 am – 12:30 pm	\$150
Nov 3 (Tu)	Excel 2003 Basic	8:30 am – 3:30 pm	\$125
Nov 5 (F)	Outlook 2007	8:30 am – 12:30 pm	\$75
Nov 9 (Tu)	Excel 2003 Intermediate	8:30 am – 3:30 pm	\$125
Nov 10 (W)	Word 2003 Basic	8:30 am – 12:30 pm	\$75
Nov 11 (Th)	PowerPoint 2007	8:30 am – 12:30 pm	\$75
Nov 12 (F)	Excel Advanced	8:30 am – 3:30 pm	\$125
Nov 16 (Tu)	Word 2003 Intermediate	8:30 am – 12:30 pm	\$75

Management & Professional Development Series

October 5 (Tu)	Facebook Essentials: <i>How to Establish and Manage a Business Page</i>	2 – 4 pm	\$40
Oct 13 (W)	ServSafe Food Protection Manager	8 am – 5 pm	\$160
Oct 14 (Th)	Sales Strategies That Work	9 am – 4 pm	\$99
Oct 15 (Fr)	Communication Essentials	8:30 am – 12:30 pm	\$60
Oct 25 (M)	Leadership Essentials	5:30 – 8:30 pm	\$60
Oct 28 (Th)	Grant Writing Essentials	9 am – noon	\$40
Oct 28 (Th)	The Grant Application Is Finished: <i>I Just Haven't Written it Yet</i>	1-4 pm	\$40
Nov 3 (W)	ServSafe Food Protection Manager	8 am – 5 pm	\$160
Nov 12 (F)	Strategic Social Networking: <i>How to Align Social Media with Business Strategy</i>	8:30 am – 12:45 pm	\$99
Nov 16 (Tu)	Wage and Hour Law Essentials	9 am – noon	\$60
Nov 17 (W)	ServSafe Food Protection Manager	8 am – 5 pm	\$160
Dec 3 (F)	Cultivating a Culture of Teamwork	9 am – noon	\$60
Dec 15 (W)	ServSafe Food Protection Manager	8 am – 5 pm	\$160

Seating is limited. **Pre-registration is required**

Call **251-478-6848** or e-mail success@mtimail.com for more information or to register. Online registration is available at www.mobiletechwebsite.com.

1301 Azalea Road Mobile, AL 36693 (in the Business Innovation Center)

MTI also provides on-site training, full service website design and development, email marketing, and database development solutions. Call 478-6848 or see MTI's website to find out how the firm's Business Solutions Division can assist you!