

# ATTAIN

ADVANCED TECHNOLOGY TRAINING  
AND INFORMATION NETWORKING

## January 2010 Schedule

### Urban League TECHNOLOGY CENTER

36 Exchange Street, Binghamton, New York  
13901

www.bul.sunyeoc.org

Classes at the Urban League are in **BOLD** print. Classes at Carlisle are in *ITALICIZED* print.

### Binghamton Housing Carlisle Lab

150 Moeller Street, Binghamton, New York  
13904

www.bch.sunyeoc.org

Mon	Tue	Wed	Thu	Fri
4 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b>  <b>Welcome to WileyPlus, 1pm – 5pm</b>	5 <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	6 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS EXCEL lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	7 <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	8 <b>TJ Program, 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i>
11 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <b>MCAS EXCEL lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	12 <b>Microsoft 2007, 10am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	13 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS EXCEL lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	14 <b>Microsoft 2007, 10am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	15 <b>TJ Program, 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i>
18 <b>Closed in honor of Martin Luther King, Jr.</b>	19 <b>Microsoft 2007, 10am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	20 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS EXCEL Lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	21 <b>Microsoft 2007, 10am – 12pm;</b> <i>Academic Enrichment, 9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	22 <b>TJ Program, 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i>
25 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <b>MCAS EXCEL lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	26 <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i> <b>MCAS WORD lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	27 <b>IC<sup>3</sup> 2007 (class from December), 9am – 12pm;</b> <b>MCAS EXCEL Lab, 1pm – 2pm;</b> <b>IC<sup>3</sup> 2007, 2pm – 5pm</b>	28 <b>Orientation, 10am – 12pm;</b> <b>MCAS WORD lab, 1pm – 2pm;</b>	29 <b>TJ Program, 9am – 12pm;</b> <i>Academic Enrichment ,9am – 11am;</i> <i>IC<sup>3</sup> 2007, 11:30pm – 2:30pm;</i>

## Course Descriptions

<p><b><u>Microsoft 2007</u></b> 8 Hours</p>	<p>Join us for an 8 hour class that will teach you file management, how to work with windows, and introduce you to the Microsoft Office 2007 ribbon. You will even learn some of the basics of Microsoft WORD 2007!</p>
<p><b><u>IC<sup>3</sup></u></b> 39 Hours</p>	<p>The Internet and Computing Core Certification (IC<sup>3</sup>) program is the world's first validated, standards-based training and certification program for basic computing and Internet knowledge and skills. Successful completion of IC<sup>3</sup> ensures you have the knowledge and skills required for basic use of computer hardware, software, networks, and the Internet. <b>IC<sup>3</sup> is your gateway to advancement in education, employment, or other certification programs.</b></p>
<p><b><u>Microsoft Certified Application Specialist (MCAS) on Microsoft WORD 2007 or EXCEL 2007</u></b></p>	<p>Self-paced course offering with designated lab times giving you the opportunity to study for and take these advanced Microsoft certification exams. The Microsoft Certified Application Specialist (MCAS) credential is a globally recognized standard for the 2007 Microsoft Office applications. "The MCAS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently."</p>