

August Personal & Professional Development Opportunities

Developing Talent. On Demand.

Fast-track workplace training to help you achieve your goals, as well as personal enrichment classes for relaxation and fun!



1000 SE Eagle Way
Bentonville, AR 72712
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4004 N. College Avenue
Fayetteville, AR 72701
Ph: 479-718-7572

Fax: 479-936-5198

www.nwacc.edu/corporatelearning

Quick & Easy
Telephone Registration
at both Locations

Career Certificate Programs

- Actionable Analysis
- Administrative Assistant
- AMA HR, Sales & Marketing, Strategic Leadership, or Supervision
- Applied Project Management
- Apprenticeships: Electrical & Plumbing
- Carpentry
- Certified Fiber Optics
- Computer Support Specialist
- Furniture Manufacturing & Upholstery
- HVAC
- Marketing Analyst
- Medical Billing & Coding
- Medical Interpreter
- Medical Office Assistant
- Microsoft Certifications
- Six Sigma

Call today for more information about these programs! (479-936-5175)

Class Title	Hrs	Dates	Day(s)	Times	Cost	Location
Excel 2007 Level I	6	08/01-08/08	S	09:00am-12:00pm	\$159	Bentonville
MCAS Microsoft Word - Lab	30	08/01-12/15	M-F	08:00am-04:00pm	\$842	Fayetteville
MCAS Microsoft PowerPoint -Lab	30	08/01-12/15	M-F	09:00am-04:00pm	\$842	Fayetteville
MCAS Microsoft Outlook -Lab	30	08/01-12/15	M-F	09:00am-04:00pm	\$842	Fayetteville
MCAS Microsoft Excel -Lab	30	08/01-12/15	M-F	09:00am-04:00pm	\$842	Fayetteville
MCAS Microsoft Access -Lab	30	08/01-12/15	M-F	09:00am-04:00pm	\$842	Fayetteville
MCAS Microsoft Vista - Lab	36	08/01-12/15	M-F	08:00am-04:00pm	\$1,016	Fayetteville
Electrical Apprenticeship Yr 1	148	08/03-05/03	M	05:30pm-09:30pm	\$650	Fayetteville
Electrical Apprenticeship Yr 3	148	08/03-05/03	M	05:30pm-09:30pm	\$650	Bentonville
Intro to PCs and Keyboarding	16	08/03-08/06	M-R	09:00am-01:00pm	\$249	Fayetteville
HVAC Block 3: Electric Motors	54	08/03-10/05	M/W	05:30pm-08:30pm	\$331	Bentonville
Electrical Apprenticeship Yr 2	148	08/04-05/04	T	05:30pm-09:30pm	\$650	Fayetteville
Electrical Apprenticeship Yr 3	148	08/04-05/04	T	05:30pm-09:30pm	\$650	Bentonville
Electrical Apprenticeship Yr 4	148	08/04-05/04	T	05:30pm-09:30pm	\$650	Bentonville
Access 2003 Level I	6	08/04-08/04	T	09:00am-04:00pm	\$159	Fayetteville
MS Project 2007 Basics	6	08/04-08/06	T/R	06:00pm-09:00pm	\$159	Bentonville
2262Support App I Running on Windows XP	16	08/04-08/13	T/R	06:00pm-10:00pm	\$900	Fayetteville
HVAC Block 1:Tools and Equipment	54	08/04-10/01	T/R	05:30pm-08:30pm	\$331	Bentonville
HVAC Block 5:All-Weather Systems	54	08/04-10/01	T/R	05:30pm-08:30pm	\$331	Bentonville
Electrical Apprenticeship Yr 1	148	08/05-05/05	W	05:30pm-09:30pm	\$650	Bentonville
Electrical Apprenticeship Yr 3	148	08/05-05/05	W	05:30pm-09:30pm	\$650	Fayetteville
Electrical Apprenticeship Yr 4	148	08/05-05/05	W	05:30pm-09:30pm	\$650	Bentonville
Excel 2003 Level I	6	08/05-08/05	W	09:00am-04:00pm	\$159	Fayetteville
Fundamentals of Business Writing	12	08/05-08/26	W	09:00am-12:00pm	\$299	Bentonville
Electrical Apprenticeship Yr 2		08/06-05/06	R	05:30pm-09:30pm	\$650	Bentonville
Electrical Apprenticeship Yr 3	148	08/06-05/06	R	05:30pm-09:30pm	\$650	Fayetteville
Electrical Apprenticeship Yr 4	148	08/06-05/06	R	05:30pm-09:30pm	\$650	Fayetteville
Access 2003 Level III	6	08/06-08/06	R	09:00am-04:00pm	\$174	Fayetteville
Outlook 2007 Level I	6	08/06-08/07	R/F	09:00am-12:00pm	\$159	Bentonville
Excel 2003 Level III	6	08/07-08/07	F	09:00am-04:00pm	\$174	Fayetteville
Practical Retailing Solutions	12	08/07-08/28	F	03:00pm-06:00pm	\$140	Bentonville
Outlook 2007 Level I	6	08/10-08/10	M	09:00am-04:00pm	\$159	Fayetteville
Office Communications and Procedures	30	08/10-10/19	M	06:00pm-09:00pm	\$299	Bentonville
Access 2007 Level I	6	08/11-08/11	T	09:00am-04:00pm	\$159	Fayetteville
Excel 2007 Level II	6	08/11-08/13	T/R	06:00pm-09:00pm	\$174	Bentonville
Computer Hardware, Software, Network Concepts	15	08/11-08/25	T/R	06:00pm-09:00pm	\$279	Bentonville
CompTIA A+ Essentials	40	08/11-08/25	T/W/R	09:00am-01:00pm	\$2,000	Fayetteville
Excel 2007 Level I	6	08/12-08/12	W	09:00am-04:00pm	\$159	Fayetteville
Access 2007 Level II	6	08/13-08/13	R	09:00am-04:00pm	\$174	Fayetteville
Access 2003 Level I	6	08/13-08/14	R/F	09:00am-12:00pm	\$159	Bentonville
Windows Vista Advanced	6	08/14-08/14	F	09:00am-04:00pm	\$174	Fayetteville
Call Center Communications/Customer Service	6	08/15-08/15	S	09:00am-04:00pm	\$174	Bentonville
Windows Vista Basics	6	08/15-08/22	S	09:00am-12:00pm	\$159	Bentonville
Access 2007 Level 3	6	08/17-08/17	M	09:00am-04:00pm	\$174	Fayetteville
Business Problem Solving	8	08/17-08/24	M	08:00am-12:00pm	\$159	Bentonville
Medical Interpreting (UAMS)	48	08/17-12/07	M	06:00pm-09:00pm	\$299	Bentonville
Excel 2007 Level II	6	08/18-08/18	T	09:00am-04:00pm	\$174	Fayetteville
MS Project 2007 Advanced	6	08/18-08/20	T/R	06:00pm-09:00pm	\$174	Bentonville
CompTIA Network+	36	08/18-09/08	M/T/R	06:00pm-10:00pm	\$1,800	Fayetteville
AMA Interpersonal Negotiations	15	08/18-09/15	T	06:00pm-09:00pm	\$299	Bentonville
Access/Decision Support Systems	24	08/19-10/09	W/F	11:30am-01:00pm	\$1,000	Bentonville
Excel 2007 Level 3	6	08/20-08/20	R	09:00am-04:00pm	\$174	Fayetteville
Excel 2007 Level I	6	08/20-08/21	R/F	09:00am-12:00pm	\$159	Bentonville
AMA Successful Interviewing	15	08/20-09/17	R	06:00pm-09:00pm	\$299	Bentonville
Actionable Analysis/MS Office	24	08/20-10/08	R	06:00pm-09:00pm	\$1,000	Bentonville
Outlook 2003 Level I	6	08/21-08/21	F	09:00am-04:00pm	\$159	Fayetteville
Access 2007 Level I	6	08/22-08/29	S	09:00am-12:00pm	\$159	Bentonville
Word 2003 Level I	6	08/24-08/24	M	09:00am-04:00pm	\$159	Fayetteville
Outlook 2007 Level 2	6	08/25-08/25	T	09:00am-04:00pm	\$174	Fayetteville
Word 2007 Level I	6	08/25-08/27	T/R	06:00pm-09:00pm	\$159	Bentonville
Online Social Networking	18	08/25-08/27	T/W/R	09:00am-04:00pm	\$275	Fayetteville
PowerPoint 2003 Level I	6	08/26-08/26	W	09:00am-04:00pm	\$159	Fayetteville
Word 2007 Level II	6	08/27-08/27	R	09:00am-04:00pm	\$174	Fayetteville
Outlook 2007 Level II	6	08/27-08/28	R/F	09:00am-12:00pm	\$174	Bentonville
PowerPoint 2007 Level II	6	08/31-08/31	M	09:00am-04:00pm	\$174	Fayetteville
Retail Fundamentals	45	08/31-12/14	M	06:00pm-09:00pm	\$505	Bentonville