

Outlook/Entourage Training

AVAILABLE TRAINING AS OF 6/30/2008

Outlook/Entourage 1:	Email & Contact Features
Outlook/Entourage 2:	Calendar/Meetings

Session Title	Designated Groups	Date	Time	Location
Outlook 1	All Windows Users	Thursday 7/10	9:30 am – noon	203 Hayes Hall
Entourage 1	All Mac Users	Thursday 7/10	1:00 – 3:00 pm	247A Technology
Outlook 2	All Windows Users	Thursday 7/17	9:30 am – noon	203 Hayes Hall
Entourage 2	All Mac Users	Thursday 7/17	1:00 – 3:00 pm	247A Technology
Entourage 1	All Mac Users	Wednesday 8/6	10:00am - noon	247A Technology
Outlook 1	All Windows Users	Thursday 8/6	1:00 - 3:30 pm	203 Hayes Hall
Entourage 2	All Mac Users	Wednesday 8/13	10:00am - noon	247A Technology
Outlook 2	All Windows Users	Thursday 8/13	1:00 - 3:30 pm	203 Hayes Hall

Register by phone at 372.8181 or online at:

<http://ctc.bgsu.edu/exchange>