Computer Skills Tutorials

HELPING PEOPLE NAVIGATE AND EXCEL IN TODAY’S INFORMATION AGE

With our global economy firmly rooted in technology, solid proficiency in computer applications is a critical component of the 21st century skill set necessary to succeed in the workplace and in life. LearningExpress Library’s unique online learning platform offers a wide array of computer skills tutorials for today’s most popular applications, which make learning a new program a breeze.

With LearningExpress Library™ your patrons can:

› Instantly access self-paced computer software application tutorials from basic to advanced levels for the most commonly used applications and operating systems

› Gain a competitive advantage in the workplace or job search by becoming proficient in office and desktop application functionalities

› Learn rapidly through fully interactive multimedia programs that include sound, animation, and visuals for easy learning

› Use self-assessments, quizzes, hands-on practice lab simulations, and interactive video content for better understanding of material

› Easily navigate the Web interface for an intuitive user experience through self-paced, self-directed courses

› Access anytime, from anywhere with an Internet connection
# LEARNINGEXPRESS LIBRARY™ COMPUTER SKILLS TUTORIALS:

## Office Applications
- Access 2007-Basic
- Access 2007-Int.
- Access 2003-Basic
- Corel WordPerfect X3-Basic
- Corel WordPerfect X3-Adv.
- Excel 2007-Basic
- Excel 2007-Int.
- Excel 2003-Basic
- Excel 2008 for Mac-Basic
- PowerPoint 2003
- PowerPoint 2007-Basic
- PowerPoint 2007-Advanced
- PowerPoint 2008 for Mac-Basic
- PowerPoint 2008 for Mac-Adv.
- Outlook 2007-Basic
- Outlook 2007-Int.
- Outlook 2003-Basic
- Word 2007-Basic
- Word 2007-Int.
- Word 2003-Basic
- Word 2008 for Mac-Basic

## Operating Systems
- Windows 7 - Basic
- Windows 7 - Adv.
- Windows XP-Basic
- Windows XP-Adv.
- Vista Business-Basic
- Vista Business-Adv.
- Mac OSX Leopard Desktop

## Design & Studio Applications
- Adobe Flash CS3 Complete
- Adobe Illustrator CS3 - Basic
- Adobe Illustrator CS3 - Int.
- Adobe Illustrator CS3 - Adv.
- Adobe Photoshop CS3 - Basic
- Adobe Photoshop CS3 - Int.
- Adobe Photoshop CS3 - Adv.
- Microsoft Project 2007 - Basic
- Microsoft Project 2007 - Int.
- Microsoft Publisher 2007
- Microsoft SharePoint Designer 2007 - Basic
- Microsoft SharePoint Designer 2007 - Int.
- Microsoft Visio 2003 Part 1
- Microsoft Visio 2003 Part 2
- Microsoft Visio 2003 Part 3
- Microsoft Visio 2003 Part 4
- Microsoft Visio 2007