

**From:** [all-extension-bounces@lists.service.ohio-state.edu](mailto:all-extension-bounces@lists.service.ohio-state.edu) on behalf of [Scranton, Bonnie](#)  
**To:** [All\\_Extension\\_\(all-extension@lists.service.ohio-state.edu\)](mailto:All_Extension_(all-extension@lists.service.ohio-state.edu))  
**Subject:** [All-extension] Technology Classes  
**Date:** Friday, December 20, 2013 12:00:31 PM  
**Attachments:** [image001.png](#)  
[ATT00001.txt](#)

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Would you like to learn more about Microsoft Office applications, using iOS devices, County Web Site content management (Plone), Google Analytics or Camtasia Studio? Then please check the list of classes being offered below and contact Bonnie Scranton [scranton.9@osu.edu](mailto:scranton.9@osu.edu) to request enrollment. Remember class size is limited. Classes are held in room 200 Kottman Hall (2021 Coffey Road) unless otherwise indicated

Class	Date	Time
Camtasia Studio	March 11, 2014	9 AM - 1 PM
Camtasia Studio	June 10, 2014	9 AM - 12:30 PM
County Web Sites (Plone)	January 15, 2014	9 AM - 12:30 PM
County Web Sites (Plone)	January 31, 2014	South Central Regional Office
County Web Sites (Plone)	February 7, 2014	Centers at Piketon
County Web Sites (Plone)	March 21, 2014	9 AM - 12:30 PM
County Web Sites (Plone)	April 30, 2014	9 AM - 12:30 PM
County Web Sites (Plone)	May 13, 2014	9 AM - 12:30 PM
County Web Sites (Plone)	June 13, 2014	9 AM - 12:30 PM
Google Analytics (CFAES Only)	February 20, 2014	9 AM - 12:30 PM
Google Analytics (CFAES Only)	April 18, 2014	9 AM - 12:30 PM
Google Analytics (CFAES Only)	June 27, 2014	9 AM - 12:30 PM
Google Analytics (CFAES Only)	August 29, 2014	9 AM - 12:30 PM
iOS Training on iPad 2	March 7, 2014	9 AM - 12:30 PM
iOS Training on iPad 2	May 8, 2014	9 AM - 12:30 PM
iOS Training on iPad 2	July 18, 2014	9 AM - 12:30 PM
MS Access Level 1	January 17, 2014	9 AM - 4 PM
MS Access Level 1	May 16, 2014	9 AM - 4 PM
MS Access Level 2	February 14, 2014	9 AM - 4 PM
MS Access Level 2	June 6, 2014	9 AM - 4 PM
MS Access Level 2	August 8, 2014	9 AM - 4 PM
MS Excel Level 1	January 24, 2014	9 AM - 4 PM
MS Excel Level 1	May 30, 2014	9 AM - 4 PM
MS Excel Level 2	February 28, 2014	9 AM - 4 PM
MS Excel Level 2	June 20, 2014	9 AM - 4 PM
MS Excel Level 2	August 22, 2014	9 AM - 4 PM
MS PowerPoint Level 1	March 28, 2014	9 AM - 4 PM
MS PowerPoint Level 2	July 25, 2014	9 AM - 4 PM
MS Publisher	April 4, 2014	9 AM - 4 PM
MS Word Level 1	March 14, 2014	9 AM - 4 PM
MS Word Level 2	April 25, 2014	9 AM - 4 PM
MS Word Level 2	July 11, 2014	9 AM - 4 PM

***Microsoft Office 2010 classes cost \$35 per person per class.*** Class is from 9:00 AM to 4:00 PM with a lunch break of one hour and additional breaks as needed. Please contact Bonnie Scranton [scranton.9@osu.edu](mailto:scranton.9@osu.edu) to request enrollment. Once you are enrolled, you will receive payment information for the class. Classes are only available for persons in the College of Food, Agricultural, and Environmental Sciences, which includes ATI, Extension, and OARDC..

***Cancellation or Transfer Policy:*** For cancellations, please contact us at least three business days prior to the class date. We will withhold a \$15 administration fee for all cancellations with less than three business days notice to offset our processing costs. Students who cannot attend can transfer their seat to someone else in their business unit. Please notify the instructor when you come to class if you are using someone else's spot.

**Google Analytics** classes are provided for persons who are maintaining web sites created by College Communications. You will need to contact Bonnie Scranton [scranton.9@osu.edu](mailto:scranton.9@osu.edu) 614-292-0672 for information on getting a Google Analytics account for your website.



**Bonnie George Scranton**

Technical Trainer, College Communications

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