

Canadian Beaver Training



Formation Castor Canadien

Public End-User Course Rates – April 2008 to March 2009



Live The Custom  
Training  
Experience



### **Canadian Beaver Training Centre**

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Ottawa, Ontario  
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613.742.6800  
www.cbit-ccti.com

**Canadian Beaver Training Center's** provides concrete, skills based, results driven and adult focused training services. We use a structured and effective training methodology in the development and delivery of all our courses.

**Canadian Beaver Training** offers training programs in all commercial off the shelf (COTS) software applications. When you call us for a software course, we will begin by introducing you to one of our professional and highly qualified Account Managers. Our Account Managers will assess your training requirement and make recommendations as to how to best achieve your stated objectives.

We will then build a custom program just for you or introduce you to our dynamic public offerings. The personal touch is what makes us different in the world of software application training.

### **Our New By Request Services**

Canadian Beaver Training offer's a complete complement of courses. However we understand that sometimes our public schedule may not match yours. That's why we offer the By Request services. We will arrange to open a scheduled date just for you and use all of our resources to ensure the courses run on time and on schedule.

We have a 90% success rate.

This means that if you want to take advantage of our public course rates and you do not see a course title or scheduled date that you or your clients need (This pertains to all three streams of offerings posted at [www.cbit-ccti.com](http://www.cbit-ccti.com)) , email us the request with the name of the course required and number of participants who require this course and I will post this request on our Website.

We require 40 business days from your original request date in order to enable us to solicit other participants. If you have more than 1 registration then we are able to do so within a 30 business day timeline.

Canadian Beaver Training also offers custom 1on1 training, small and large group training session. We will work with you and your team to identify your specific training needs. We will perform a thorough analysis of your team's operational requirements in order to create a training solution that is right for you.

For more information or to register please contact us directly and we will assess your training requirements and make recommendations as to how to best achieve your stated objectives.

# Microsoft Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Word Level 1	1 day	\$225.00	\$500.00 per day	Contact us
Word Level 2	1 day	\$225.00	\$500.00 per day	Contact us
Word Level 3	1 day	\$250.00	\$600.00 per day	Contact us
Excel Level 1	1 day	\$225.00	\$500.00 per day	Contact us
Excel Level 2	1 day	\$225.00	\$500.00 per day	Contact us
Excel Level 3	1 day	\$225.00	\$500.00 per day	Contact us
Excel Level 4	1 day	\$250.00	\$600.00 per day	Contact us
Excel VBA	2 days	\$785.00	\$700.00 per day	Contact us
Excel Data Analysis	2 days	\$785.00	\$700.00 per day	Contact us
PowerPoint Level 1	1 day	\$225.00	\$500.00 per day	Contact us
PowerPoint Level 2	1 day	\$250.00	\$500.00 per day	Contact us
Outlook Level 1	1 day	\$225.00	\$500.00 per day	Contact us
Outlook Level 2	1 day	\$225.00	\$500.00 per day	Contact us
Access Level 1	2 days	\$550.00	\$600.00 per day	Contact us
Access Level 2	1 day	\$275.00	\$600.00 per day	Contact us
Access Level 3	1 day	\$275.00	\$600.00 per day	Contact us
Access VBA	3 days	\$1,185.00	\$700.00 per day	Contact us
Project Level 1	2 days	\$625.00	\$600.00 per day	Contact us
Project Level 2	1 day	\$325.00	\$600.00 per day	Contact us
Publisher Level 1	1 day	\$395.00	\$600.00 per day	Contact us
Publisher Level 2	1 day	\$395.00	\$600.00 per day	Contact us
Visio Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Visio Level 2	1 day	\$325.00	\$600.00 per day	Contact us
FrontPage Level 1	1 day	\$395.00	\$600.00 per day	Contact us
FrontPage Level 2	1 day	\$395.00	\$600.00 per day	Contact us
Office InfoPath	2 days	\$590.00	\$600.00 per day	Contact us
Windows	1 day	\$395.00	\$600.00 per day	Contact us

# Microsoft Office 2007 & Windows Vista Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Microsoft Access 2007 Level 1: Database Fundamentals	2 days	\$550.00	\$600.00 per day	Contact us
MS Access 2007 Level 2: Tables, Queries, Forms and Reports	1 day	\$275.00	\$600.00 per day	Contact us
MS Access 2007 Level 3: Macros and Properties	1 day	\$275.00	\$600.00 per day	Contact us
MS Access 2007 Level 4: PivotTables & Security	1 day	\$295.00	\$700.00 per day	Contact us
MS Access 2007 Level 5: Queries and Reporting	1 day	\$295.00	\$700.00 per day	Contact us
Microsoft Access 2007 Level 1: Fast Track	1 day	\$325.00	\$600.00 per day	Contact us
MS Excel 2007 Level 1: Introduction	2 days	\$450.00	\$500.00 per day	Contact us
MS Excel 2007 Level 1: Basic Overview	1 day	\$225.00	\$500.00 per day	Contact us
MS Excel 2007 Level 2: Functions & Analysis	1 day	\$225.00	\$500.00 per day	Contact us
MS Excel 2007 Level 3: Databases	1 day	\$225.00	\$600.00 per day	Contact us
MS Excel 2007 Level 4: Macros	1 day	\$250.00	\$700.00 per day	Contact us
MS Excel 2007 Level 1: Fast Track	1 day	\$295.00	\$500.00 per day	Contact us
MS Excel 2007 Level 5: Introduction to VBA	3 days	\$890.00	\$700.00 per day	Contact us

# Microsoft Office 2007 & Windows Vista Products



MS PowerPoint 2007 Level 1: Introduction	2 days	\$450.00	\$500.00 per day	Contact us
MS PowerPoint 2007 Level 1: Basic Overview	1 day	\$225.00	\$500.00 per day	Contact us
MS PowerPoint 2007 Level 2: Charts and Animations	1 day	\$250.00	\$600.00 per day	Contact us
MS PowerPoint 2007 Level 1: Fast Track	1 day	\$295.00	\$500.00 per day	Contact us
MS Word 2007 Level 1: Introduction	2 days	\$450.00	\$500.00 per day	Contact us
MS Word 2007 Level 1: Basic Overview	1 day	\$225.00	\$500.00 per day	Contact us
MS Word 2007 Level 2: Tables and Mail Merge	1 day	\$225.00	\$500.00 per day	Contact us
MS Word 2007 Level 3: Table of Contents & Macros	1 day	\$250.00	\$600.00 per day	Contact us
MS Word 2007 Level 4: Working with Long Documents	1 day	\$250.00	\$600.00 per day	Contact us
MS Word 2007 Level 1: Fast Track Overview	1 day	\$295.00	\$500.00 per day	Contact us
MS Outlook 2007 Introduction	1 day	\$225.00	\$500.00 per day	Contact us
MS Outlook 2007 Level 2 Calendar, Journal and Customizing	1 day	\$225.00	\$600.00 per day	Contact us
MS Outlook 2007 – Level 3 Data Files, Forms and Archiving	1 day	\$250.00	\$600.00 per day	Contact us
MS Outlook 2007 Level 4: Manage and Control your Time	1 day	\$250.00	\$600.00 per day	Contact us

# Microsoft Office 2007 & Windows Products



MS Visio 2007 Level 1 Introduction	1 day	\$325.00	\$600.00 per day	Contact us
MS Visio 2007 Level 2: Advanced Shapes, Layers and Stencils	1 day	\$325.00	\$600.00 per day	Contact us
MS InfoPath 2007 Level 1: Introduction	1 day	\$395.00	\$600.00 per day	Contact us
MS OneNote 2007 Level 1: Introduction	1 day	\$395.00	\$600.00 per day	Contact us
MS Project 2007 Level 1: Introduction	2 days	\$625.00	\$600.00 per day	Contact us
MS Project 2007 Level 1: Data Entry & Navigating	1 day	\$325.00	\$600.00 per day	Contact us
MS Project 2007 Level 2: Advanced Tracking and Multiple Projects	1 day	\$325.00	\$600.00 per day	Contact us
MS Project 2007 Level 1: Fast Track	1 day	\$350.00	\$600.00 per day	Contact us
MS Project 2007- Managing Projects	5 days	\$1,975.00	\$700.00 per day	Contact us
MS Publisher 2007 Level 1: Introduction	2 days	\$690.00	\$700.00 per day	Contact us
MS Publisher 2007 Level 2: Objects, Master Pages, Merge	2 days	\$790.00	\$700.00 per day	Contact us
The Complete Fast- Track to Office 2007	5 days	\$1,625.00	\$600.00 per day	Contact us
MS Windows Vista - Introduction	1 day	\$325.00	\$600.00 per day	Contact us
MS Windows Vista – Enhanced Performance	1 day	\$395.00	\$700.00 per day	Contact us

# Corel Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Paradox Level 1	2 days	\$690.00	\$700.00 per day	Contact us
Paradox Level 2	1 day	\$395.00	\$700.00 per day	Contact us
Paradox Level 3	1 day	\$395.00	\$700.00 per day	Contact us
Presentation Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Presentation Level 2	1 day	\$350.00	\$600.00 per day	Contact us
Quattro Pro Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Quattro Pro Level 2	1 day	\$350.00	\$600.00 per day	Contact us
WordPerfect Level 1	1 day	\$325.00	\$600.00 per day	Contact us
WordPerfect Level 2	1 day	\$350.00	\$600.00 per day	Contact us
Designer Level 1	2 days	\$690.00	\$800.00 per day	Contact us
Designer Level 2	1 day	\$395.00	\$800.00 per day	Contact us
Painter Level 1	2 days	\$790.00	\$800.00 per day	Contact us
Painter Level 2	1 day	\$495.00	\$800.00 per day	Contact us
Bryce Level 1	2 days	\$790.00	\$800.00 per day	Contact us
Bryce Level 2	2 days	\$790.00	\$800.00 per day	Contact us
Draw Level 1	2 days	\$790.00	\$800.00 per day	Contact us
Draw Level 2	1 day	\$495.00	\$800.00 per day	Contact us
Draw Level 3	1 day	\$495.00	\$800.00 per day	Contact us
Draw Level 4	1 day	\$495.00	\$800.00 per day	Contact us
Ventura Level 1	1 day	\$495.00	\$800.00 per day	Contact us
Ventura Level 2	1 day	\$495.00	\$800.00 per day	Contact us



# Lotus Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Approach Level 1	2 days	\$690.00	\$600.00 per day	Contact us
Approach Level 2	1 day	\$395.00	\$600.00 per day	Contact us
Approach Level 3	1 day	\$495.00	\$600.00 per day	Contact us
Notes Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Notes Level 2	1 day	\$350.00	\$600.00 per day	Contact us
Freelance Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Freelance Level 2	1 day	\$350.00	\$600.00 per day	Contact us
123 Level 1	1 day	\$325.00	\$600.00 per day	Contact us
123 Level 2	1 day	\$350.00	\$600.00 per day	Contact us
WordPro Level 1	1 day	\$325.00	\$600.00 per day	Contact us
WordPro Level 2	1 day	\$325.00	\$600.00 per day	Contact us
WordPro Level 3	1 day	\$350.00	\$600.00 per day	Contact us

# Database Reporting



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Crystal Reports Level 1	2 days	\$1,250.00	\$800.00 per day	Contact us
Crystal Reports Level 2	1 day	\$795.00	\$900.00 per day	Contact us



# Adobe Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Acrobat Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Acrobat Level 2	1 day	\$350.00	\$600.00 per day	Contact us
Photoshop Level 1	2 days	\$690.00	\$600.00 per day	Contact us
Photoshop Level 2	1 day	\$395.00	\$600.00 per day	Contact us
In Design Level 1	2 days	\$790.00	\$600.00 per day	Contact us
In Design Level 2	1 day	\$495.00	\$600.00 per day	Contact us
PageMaker Level 1	1 day	\$495.00	\$600.00 per day	Contact us
PageMaker Level 2	1 day	\$495.00	\$600.00 per day	Contact us
PageMaker Level 3	1 day	\$595.00	\$600.00 per day	Contact us
Live Motion Level 1	1 day	\$595.00	\$800.00 per day	Contact us
Live Motion Level 2	1 day	\$695.00	\$800.00 per day	Contact us
Premiere Level 1	2 days	\$795.00	\$700.00 per day	Contact us
Premiere Level 2	1 day	\$495.00	\$800.00 per day	Contact us
Illustrator Level 1	2 days	\$795.00	\$800.00 per day	Contact us
Illustrator Level 2	2 days	\$795.00	\$800.00 per day	Contact us
Go Live Level 1	1 day	\$495.00	\$800.00 per day	Contact us
Go Live Level 2	1 day	\$495.00	\$800.00 per day	Contact us



# Adobe Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Freehand Level 1	1 day	\$495.00	\$800.00 per day	Contact us
Freehand Level 2	1 day	\$495.00	\$800.00 per day	Contact us
Director Level 1	1 day	\$495.00	\$800.00 per day	Contact us
Director Level 2	1 day	\$495.00	\$800.00 per day	Contact us
Flash Level 1	2 days	\$790.00	\$800.00 per day	Contact us
Flash Level 2	2 days	\$990.00	\$800.00 per day	Contact us
Dreamweaver Level 1	1 day	\$325.00	\$600.00 per day	Contact us
Dreamweaver Level 2	1 day	\$350.00	\$600.00 per day	Contact us
Dreamweaver Level 3	1 day	\$395.00	\$700.00 per day	Contact us
Authorware Level 1	2 days	\$790.00	\$800.00 per day	Contact us
Authorware Level 1	2 days	\$790.00	\$800.00 per day	Contact us
ColdFusion Level 1	2 days	\$790.00	\$800.00 per day	Contact us
ColdFusion Level 2	2 days	\$790.00	\$800.00 per day	Contact us



# Web Skills



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
HTML Level 1	2 days	\$695.00	\$700.00 per day	Contact us
HTML Level 2	1 day	\$395.00	\$700.00 per day	Contact us
HTML To XHTML: Complete Migration Workshop for CLF 2.0	2 days	\$795.00	\$1,200.00 per day	Contact us
Cascading Style Sheets Level 1 – Introduction	2 days	\$795.00	\$700.00 per day	Contact us
Cascading Style Sheets Level 2 – Web Design	2 days	\$990.00	\$1,200.00 per day	Contact us
Cascading Style Sheets Level 3 - Expert	3 days	\$1,490.00	\$1,200.00 per day	Contact us
JAVA Scripts Level 1	2 days	\$990.00	\$1,200.00 per day	Contact us
JAVA Scripts Level 2	3 days	\$1,490.00	\$1,200.00 per day	Contact us



# Other Products



Course Title	Duration	Public Course	Custom 1on1 Training	Group Training
Simply Accounting Level 1	1 day	\$495.00	\$800.00	Contact us
Simply Accounting Level 2	1 day	\$495.00	\$800.00	Contact us
GroupWise Level 1	1 day	\$325.00	\$600.00	Contact us
GroupWise Level 2	1 day	\$350.00	\$600.00	Contact us
Flowcharter Level 1	1 day	\$495.00	\$800.00	Contact us
Flowcharter Level 2	1 day	\$595.00	\$800.00	Contact us
Or Plus Level 1	1 day	\$325.00	\$600.00	Contact us
Or Plus Level 2	1 day	\$350.00	\$600.00	Contact us
QuarkXPress Level 1	1 day	\$325.00	\$800.00	Contact us
QuarkXPress Level 2	1 day	\$350.00	\$800.00	Contact us
QuarkXPress Level 3	1 day	\$395.00	\$800.00	Contact us
GroupWise Level 1	1 day	\$325.00	\$600.00	Contact us
GroupWise Level 2	1 day	\$350.00	\$600.00	Contact us
Introduction to the Internet	1 day	\$395.00	\$600.00	Contact us
Introduction to the Computer	1 day	\$395.00	\$600.00	Contact us
Introduction to Keyboarding	1 day	\$395.00	\$600.00	Contact us
Introduction to the MAC	1 day	\$395.00	\$600.00	Contact us
Introduction Windows	1 day	\$395.00	\$600.00	Contact us
Internet Explorer	1 day	\$395.00	\$600.00	Contact us

# We Guarantee



**Telephone & Web Support**

**Training Manuals & Certificate**

**Professional & Expert Instructors**

**Breakfast and Deserts served Daily**

**Eco Friendly Priorities**

**Satisfaction Guarantees or we do not invoice**

**Parking Included (23 spaces available)**



# Our Training Centre



# What Our Clients Are Saying



**Public Safety Canada** - Chief - Informatics Training and Liaison

I just wanted to send you a quick note to express our appreciation in how quickly you set up the customized course for our employees. I just spoke to my co-worker and he indicated that the course was exactly what they required. He commented that the Instructor was very professional and ensured that the course was structured in a way that provided ample opportunity for questions and answers and addressed their specific requirements. Great client service!!!



**National Defence** - IT Manager

I am impressed with the quality of services and delivery of course content. I think you create a wonderful learning atmosphere and your customer service focus is great. In addition to your quality training your personal touch makes you stand out beyond others in the same industry. Keep doing what you're doing!!!!



**Royal Canadian Mounted Police** - Manager

CBIT people took the time to meet with us to assess and discuss our needs and customized several programs to meet these needs. We are a bilingual facility and therefore need both French and English courses. No problem for CBIT, providing instruction and hand out materials in both languages.



**Service Canada**

Very logical to have OO and programming together in the same course the lab/theory cycle is much appreciated, and the structure of the course was excellent.



**Department of Finance**

I do not believe you could improve on the excellent materials, instructor, or the welcoming friendly staff. You exceeded my expectations ten-fold. Thank you for a great learning experience.

