



**RFK SOLUTIONZ CORPORATION**  
**3500 TEJO LANE STE.100**  
**CHESAPEAKE VA 23321**  
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SDVOSB/WOSB Certified  
 SWOSB #720594  
 Women Owned Small Business SBA Certified  
 SBA- (8a) Certified

*Where Technology and Innovation Meets Excellence*  
 rfksolutions.com

## RFK Solutionz Corporation Instructor Led Courses 2019

CompTIA			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Week								
<b>A+ 220-1001</b>	5	1								
	5	2		4 <sup>th</sup>	4 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	3 <sup>rd</sup>	8 <sup>th</sup>	5 <sup>th</sup>
	5	3								
	5	4		19 <sup>th</sup>	19 <sup>th</sup>	22 <sup>nd</sup>	20 <sup>th</sup>	17 <sup>th</sup>	22 <sup>nd</sup>	19 <sup>th</sup>
	5	5								
<b>A+ 220-1002</b>	5	1								
	5	2		4 <sup>th</sup>	4 <sup>th</sup>					
	5	3				15 <sup>th</sup>	13 <sup>th</sup>	10 <sup>th</sup>	15 <sup>th</sup>	12 <sup>th</sup>
	5	4		19 <sup>th</sup>	19 <sup>th</sup>					
	5	5				29 <sup>th</sup>	28 <sup>th</sup>	24 <sup>th</sup>	29 <sup>th</sup>	26 <sup>th</sup>
<b>CASP (CASP+ - 003)</b>	5	1								
	5	2				8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>	8 <sup>th</sup>	5 <sup>th</sup>
	5	3		11 <sup>th</sup>			13 <sup>th</sup>	17 <sup>th</sup>		12 <sup>th</sup>
	5	4			18 <sup>th</sup>	22 <sup>nd</sup>		24 <sup>th</sup>	22 <sup>nd</sup>	19 <sup>th</sup>
	5	5								26 <sup>th</sup>
<b>Cloud + (CV0-002)</b>	5	1,2,3,4				22 <sup>nd</sup>		24 <sup>th</sup>		26 <sup>th</sup>
<b>Linux+ 103 (LX0-103)</b>	5	1								5 <sup>th</sup>
	5	2				8 <sup>th</sup>				
	5	3					13 <sup>th</sup>		15 <sup>th</sup>	
	5	4						17 <sup>th</sup>		
	5	5								
<b>Linux+ 104 (LX0-104)</b>	5	1								
	5	2								12 <sup>th</sup>
	5	3				15 <sup>th</sup>				
	5	4					20 <sup>th</sup>		22 <sup>nd</sup>	
	5	5						24 <sup>th</sup>		

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<b>CompTIA</b>	<b>Days</b>	<b>Week</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>
<b>Network+ (N10-007)</b>	5	1								
	5	2			11 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>		8 <sup>th</sup>	5 <sup>th</sup>
	5	3						10 <sup>th</sup>	15 <sup>th</sup>	
	5	4		19 <sup>th</sup>		22 <sup>nd</sup>	20 <sup>th</sup>			
	5	5		25 <sup>th</sup>	25 <sup>th</sup>			24 <sup>th</sup>		26 <sup>th</sup>
<b>Security + (SYO-501)</b> <b>10 day course available upon request.</b>	5	1				1 <sup>st</sup>				
	5	2		4 <sup>th</sup>	4 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	3 <sup>rd</sup>	8 <sup>th</sup>	5 <sup>th</sup>
	5	3		11 <sup>th</sup>	11 <sup>th</sup>		13 <sup>th</sup>	10 <sup>th</sup>	15 <sup>th</sup>	12 <sup>th</sup>
	5	4			18 <sup>th</sup>	22 <sup>nd</sup>	20 <sup>th</sup>		22 <sup>nd</sup>	19 <sup>th</sup>
	5	5		25 <sup>th</sup>				24 <sup>th</sup>		26 <sup>th</sup>
<b>PenTEST+ (PT0-001)</b>	5	1,2,3,4				29 <sup>th</sup>		17 <sup>th</sup>		19 <sup>th</sup>
<b>CySA+ (CS0-001)</b>	5	1,2,3,4		11 <sup>th</sup>	25 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>		12 <sup>th</sup>
<b>Project + (PK0-004)</b>	3	1,2,3,4			20 <sup>th</sup>	24 <sup>th</sup>		12 <sup>th</sup>	17 <sup>th</sup>	
<b>CTT + Train the Trainer (TK0-201)</b>	3	1,2,3,4			27 <sup>th</sup>	24 <sup>th</sup>	29 <sup>th</sup>	26 <sup>th</sup>	24 <sup>th</sup>	28 <sup>th</sup>
<b>Server+ (SK0-004)</b>	5	1,2,3,4		25 <sup>th</sup>		22 <sup>nd</sup>		24 <sup>th</sup>		26 <sup>th</sup>

<b>Cisco</b>			<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>
<b>Course Name</b>	<b>Days</b>	<b>Loc</b>								
<b>CCNA BootCamp – ICND1/ICND2</b>	5	Level 1			11 <sup>th</sup>	8 <sup>th</sup>	13 <sup>th</sup>	10 <sup>th</sup>	8 <sup>th</sup>	5 <sup>th</sup>
		Level 2			18 <sup>th</sup>	15 <sup>th</sup>	20 <sup>th</sup>	17 <sup>th</sup>	15 <sup>th</sup>	12 <sup>th</sup>
<b>CCNAX v3.0 – CCNA Routing and Switching Boot Camp</b>	5	Chesapeake			25 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	24 <sup>th</sup>	22 <sup>nd</sup>	26 <sup>th</sup>
<b>300-085 CAPPs</b>	5 to 10	Chesapeake				22 <sup>nd</sup>		24 <sup>th</sup>		26 <sup>th</sup>

<b>Fiber Optics</b>			<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>
<b>Course Name</b>	<b>Days</b>	<b>Location</b>								
<b>Data Cabling Installer Certification</b>	4	Chesapeake								
<b>Fiber Optics of America (Basic)</b>	4	Chesapeake	28 <sup>th</sup>			8 <sup>th</sup>			15 <sup>th</sup>	
<b>Fiber Optics Military Installation Professional</b>	4	Chesapeake			5 <sup>th</sup>		20 <sup>th</sup>			5 <sup>th</sup>
<b>Fiber Optics Designer</b>	5	Chesapeake		11 <sup>th</sup>		23 <sup>rd</sup>		11 <sup>th</sup>		
<b>Fiber Optics Installer</b>	4	Chesapeake			26 <sup>th</sup>		21 <sup>st</sup>		23 <sup>rd</sup>	
<b>Fiber Optics Technician</b>	4	Chesapeake				16 <sup>th</sup>		11 <sup>th</sup>		20 <sup>th</sup>

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Security				Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Week	Location								
<b>Certified Incident Handler v1.0</b>	3	1	Chesapeake								
		2				13 <sup>th</sup>	10 <sup>th</sup>	15 <sup>th</sup>	5 <sup>th</sup>		7 <sup>th</sup>
		3						22 <sup>nd</sup>		17 <sup>th</sup>	
		4			19 <sup>th</sup>	20 <sup>th</sup>	24 <sup>th</sup>	29 <sup>th</sup>			21 <sup>st</sup>
		5							26 <sup>th</sup>		
<b>Certified Authorization Professional - CAP</b>	3	1,2,3,4	Chesapeake			13 <sup>th</sup>		15 <sup>th</sup>			7 <sup>th</sup>
<b>Certified Ethical Hacker (CEH)</b>	5	1	Chesapeake								
		2			4 <sup>th</sup>	4 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>	8 <sup>th</sup>	5 <sup>th</sup>
		3			11 <sup>th</sup>				17 <sup>th</sup>		
		4				18 <sup>th</sup>		20 <sup>th</sup>		22 <sup>nd</sup>	19 <sup>th</sup>
		5					29 <sup>th</sup>				
<b>Certified Information Security Manager (CISM)</b>	5	1	Chesapeake								
		2									
		3				11 <sup>th</sup>	15 <sup>th</sup>	13 <sup>th</sup>	10 <sup>th</sup>	15 <sup>th</sup>	12 <sup>th</sup>
		4									
		5									
<b>Certified Information Systems Security Professional (CISSP)</b>	5	1	Chesapeake								
		2							8 <sup>th</sup>		
		3				8 <sup>th</sup>		10 <sup>th</sup>			
		4			25 <sup>th</sup>					19 <sup>th</sup>	
		5									
<b>Dod Risk Management Framework</b>	4		Chesapeake	22 <sup>nd</sup>			16 <sup>th</sup>		11 <sup>th</sup>		13 <sup>th</sup>

Government				Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Week	Location								
<b>The Enterprise Mission Assurance Support Service (eMASS)</b>	2	1	Chesapeake						5 <sup>th</sup>		
		2				10 <sup>th</sup>					
		3			13 <sup>th</sup>				24 <sup>th</sup>		
		4								19 <sup>th</sup>	

VMWARE				Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location									
<b>vSpherec- Install, Configure and Manage v6.0</b>	5	Chesapeake	Available upon Request								
<b>FAST TRACK</b>	5	Chesapeake	Available upon Request								
<b>Horizon View- Install, Configure, Manage v6.0</b>	4	Chesapeake	Available upon Request								
<b>vCloud – Design Best Practices</b>	3	Chesapeake	Available upon Request								
<b>vCloud Automation Center – Install, Configure, Manage 6.0</b>	5	Chesapeake	Available upon Request								
<b>vSphere – Optimize and Scale</b>	5	Chesapeake	Available upon Request								
<b>vSphere - Troubleshooting</b>	4	Chesapeake	Available upon Request								

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<b>vSphere – What’s New</b>	2	Chesapeake	Available upon Request						
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<b>Wireless</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>Certified Wireless Analysis Professional (CWAP)</b>	5	Chesapeake		11 <sup>th</sup>	25 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>		12 <sup>th</sup>
<b>Certified Wireless Network Admin (CWNA)</b>	5	Chesapeake			20 <sup>th</sup>	24 <sup>th</sup>		12 <sup>th</sup>	17 <sup>th</sup>	
<b>Certified Wireless Security Professional (CWSP)</b>	4	Chesapeake			27 <sup>th</sup>	24 <sup>th</sup>	29 <sup>th</sup>	26 <sup>th</sup>	24 <sup>th</sup>	28 <sup>th</sup>

<b>Project Management</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>Project Management Professional (PMP)</b>	5	Chesapeake		25 <sup>th</sup>		29 <sup>th</sup>		17 <sup>th</sup>		12 <sup>th</sup>

<b>ITIL</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>ITIL V4 Foundations Bootcamp</b>	3	Chesapeake		20 <sup>th</sup>	27 <sup>th</sup>	24 <sup>th</sup>	22 <sup>nd</sup>	26 <sup>th</sup>	17 <sup>th</sup>	14 <sup>th</sup>
<b>ITIL Continual Service Improvement</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Managing Across The Lifecycle</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Operational Support &amp; Analysis</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Planning, Protection &amp; Optimization</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL practitioner: Enabling Critical Competencies</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Release, Control &amp; Validation</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Service Design</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Service Strategy</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>ITIL Transition</b>	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR

<b>SPLUNK</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>Splunk</b>	5	Chesapeake		25 <sup>th</sup>		29 <sup>th</sup>		17 <sup>th</sup>		12 <sup>th</sup>

<b>Business Skills</b>			Jan	Feb	March	April	May	June	July	Aug
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Course Name	Days	Location	Jan	Feb	March	April	May	June	July	Aug
Business Writing	1	Chesapeake			15 <sup>th</sup>	26 <sup>th</sup>	31 <sup>st</sup>	21 <sup>st</sup>	19 <sup>th</sup>	16 <sup>th</sup>

Graphic Design/ Videography			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
Photoshop CC Level 1	1	Chesapeake				22 <sup>nd</sup>				22 <sup>nd</sup>
Photoshop CC Level 2	1	Chesapeake				23 <sup>rd</sup>				23 <sup>rd</sup>
InDesign CC(2017) Level 1	2	Chesapeake			5 <sup>th</sup>			10 <sup>th</sup>		
InDesign CC (2017) Level 2	2	Chesapeake			7 <sup>th</sup>			12 <sup>th</sup>		
Illustrator CS6 Level 1	2	Chesapeake					20 <sup>th</sup>			
Illustrator CS6 Level 2	2	Chesapeake					22 <sup>nd</sup>			
Final Cut Pro X	2	Chesapeake			4 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>	15 <sup>th</sup>	26 <sup>th</sup>

Microsoft Project			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
MS Project 2013 Advanced	1	Chesapeake				1 <sup>st</sup>			8 <sup>th</sup>	
MS Project 2013 Basic	1	Chesapeake				8 <sup>th</sup>			15 <sup>th</sup>	
Project 2010 – Level 1	1	Chesapeake				15 <sup>th</sup>			22 <sup>nd</sup>	
Project 2010 – Level 2	1	Chesapeake				16 <sup>th</sup>			23 <sup>rd</sup>	

Microsoft Client			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
10982-Supporting and Troubleshooting Windows 10	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
20415- Implementing a Desktop Infrastructure	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
20416- Implementing Desktop Application Environments	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
20697- 1 Implementing and Managing Windows 10	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
20697- 2 Deploying and Managing Windows 10 Using Enterprise Services	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR

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<b>50331- Windows 7 Enterprise Desktop Support Technician</b>	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Windows 7 Level 1 and 2</b>	2	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Windows 8.1</b>	1	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Windows 8.1 Advanced Topics</b>	1	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR

<b>Microsoft System Center</b>			Jan	Feb	March	April	May	June	July	Aug
<b>Course Name</b>	<b>Days</b>	<b>Location</b>								
<b>10747-Administering Systems Center 2012 Configuration Manager</b>	5	Chesapeake	Available upon Request							
<b>10748-Planning and Deploying System Center 2012 Configuration Manager</b>	3	Chesapeake	Available upon Request							
<b>10964-Cloud and Data Center Monitoring with Systems Center Service Manager</b>	5	Chesapeake	Available upon Request							
<b>10965-IT Service Manager with Systems Center Service Manager</b>	5	Chesapeake	Available upon Request							
<b>20246-Monitoring and Operating a Private Cloud</b>	5	Chesapeake	Available upon Request							
<b>20247-Configuring and Deploying a Private Cloud</b>	5	Chesapeake	Available upon Request							
<b>20409-Server Virtualization with Windows Server Hyper-V and System Center</b>	5	Chesapeake	Available upon Request							

<b>Microsoft Server</b>			Jan	Feb	Mar ch	Ap ril	Ma y	Jun e	Jul y	Aug
<b>Course Name</b>	<b>Days</b>	<b>Location</b>								
<b>10967-Fundamentals of a Windows Server Infrastructure</b>	5	Chesapeake	Available upon Request							
<b>10969-Active Directory Services with Windows Server</b>	5	Chesapeake	Available upon Request							
<b>10970-Networking with Windows Server</b>	5	Chesapeake	Available upon Request							
<b>10972-Administering the Web Server (IIS) Role of Windows Server</b>	5	Chesapeake	Available upon Request							
<b>20410-Installing and Configuring Windows Server 2012</b>	5	Chesapeake	Available upon Request							
<b>20411-Administering Windows Server 2012</b>	5	Chesapeake	Available upon Request							
<b>20412-Configuring Advanced Server 2012 Services</b>	5	Chesapeake	Available upon Request							
<b>20413-Designing and Implementing a Server Infrastructure</b>	5	Chesapeake	Available upon Request							
<b>20414-Implementing an Advanced Server Infrastructure</b>	5	Chesapeake	Available upon Request							

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<b>20417-Upgrading your Skills to MCSA 2012</b>	5	Chesapeake	Available upon Request
<b>6421-Configuring &amp; Troubleshooting a Windows Server 2008 Network Infrastructure</b>	5	Chesapeake	Available upon Request
<b>6425-Configuring and Troubleshooting Windows Server 2008 Active Directory Domain Services</b>	5	Chesapeake	Available upon Request
<b>6426-Config &amp; Troubleshooting Identity and Access Solutions w/ Server 2008 Active Directory</b>	3	Chesapeake	Available upon Request
<b>6433- Planning &amp; Implementing Windows Server 2008</b>	5	Chesapeake	Available upon Request

<b>Microsoft Sharepoint</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
SharePoint 2010 Foundations	3	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2010 Fundamentals	1	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2010 Power User Bootcamp	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2013 Branding and User Interface Design	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2013 Foundations	3	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2013 Fundamentals	1	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
SharePoint 2013 Power User Bootcamp	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR

<b>Microsoft Office</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
10968 – Designing for MS office 365 Infrastructure	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
20346 – Managing Office 365 Identities and Services	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
50413 – Mastering MS Project 2010	5	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
MS Office 2010 New Features	2	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR
Office 2013 New Features	2	Chesapeake	AUR	AUR	AUR	AUR	AUR	AUR	AUR	AUR

<b>Microsoft Excel</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
Excel 2013 – Level 1	3	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
Excel 2013 – Advanced	1	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR

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<b>Excel 2013 – Power Pivot</b>	1	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Excel 2016 – Level 1</b>	3	Chesapeake		25 <sup>th</sup>	25 <sup>th</sup>	22 <sup>nd</sup>	13 <sup>th</sup>	3 <sup>rd</sup>	8 <sup>th</sup>	5 <sup>th</sup>
<b>Excel 2016 - Advanced</b>	1	Chesapeake		28 <sup>th</sup>	28 <sup>th</sup>	24 <sup>th</sup>	15 <sup>th</sup>	5 <sup>th</sup>	10 <sup>th</sup>	7 <sup>th</sup>
<b>Excel 2016 - Dashboards</b>	1	Chesapeake			1 <sup>st</sup> 29 <sup>th</sup>	25 <sup>th</sup>	16 <sup>th</sup>	6 <sup>th</sup>	11 <sup>th</sup>	8 <sup>th</sup>
<b>Excel 2016 – Data Analysis with Power Pivot</b>	2	Chesapeake				29 <sup>th</sup>		10 <sup>th</sup>		12 <sup>th</sup>
<b>Excel 2016 Power Pivot</b>	2	Chesapeake					30 <sup>th</sup>	12 <sup>th</sup>	15 <sup>th</sup>	14 <sup>th</sup>

<b>Microsoft VISIO</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>Word 2013- Level 1</b>	5	Chesapeake			11 <sup>th</sup>			3 <sup>rd</sup>		
<b>Word 2013- Level 2</b>	5	Chesapeake			18 <sup>th</sup>			10 <sup>th</sup>		
<b>Word 2013- Level 3</b>	5	Chesapeake			25 <sup>th</sup>			17 <sup>th</sup>		
<b>Word 2016- Level 1</b>	5	Chesapeake				1 <sup>st</sup>			8 <sup>th</sup>	
<b>Word 2016- Level 2</b>	5	Chesapeake				8 <sup>th</sup>			15 <sup>th</sup>	
<b>Word 2016- Level 3</b>	5	Chesapeake				15 <sup>th</sup>			22 <sup>nd</sup>	
<b>This is a five day boot camp course</b>										

<b>Microsoft Powerpoint</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>PowerPoint 2013 – Level 1</b>	5	Chesapeake		18 <sup>th</sup>	18 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	10 <sup>th</sup>	8 <sup>th</sup>	5 <sup>th</sup>
<b>PowerPoint 2013 – Level 2</b>	5	Chesapeake		25 <sup>th</sup>	25 <sup>th</sup>	15 <sup>th</sup>	13 <sup>th</sup>	17 <sup>th</sup>	15 <sup>th</sup>	12 <sup>th</sup>
<b>This is a five day boot camp course</b>										

<b>NRF</b>			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>Customer Service</b>	5	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Retail Management and Operations</b>	5	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR
<b>Customer Relationship Building</b>	2	Chesapeake		AUR	AUR	AUR	AUR	AUR	AUR	AUR

All Dates are subject to change/ Please call to enroll students pg. 8

AUR= Available Upon Request

3500 Tejo Lane Ste.100 Chesapeake Va 23321



7 Habits of Highly Effective People			Jan	Feb	March	April	May	June	July	Aug
Course Name	Days	Location								
<b>7 Habits of Highly Effective People</b> <b>Day 1:</b> Paradigms and Principles of Effectiveness. Habit 1: Be Proactive Habit 2: Begin with the End in Mind <b>Day 2:</b> Habit 3: Put First Things First Private Victory to Public Victory Habit 4: Think Win-Win Habit 5: Seek First to Understand, then to be Understood (Part 1) <b>Day 3:</b> Habit 5: Seek First to Understand then to be Understood (Part 2) Habit 6: Synergize Habit 7: Sharpen the Saw Living the 7 Habits	3	Chesapeake				17 <sup>th</sup>		12 <sup>th</sup>		14 <sup>th</sup>

AUR= Available Upon Request