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# TERO TRIBAL TECHNICAL TRAINING INSTITUTE (3TI)



## Microsoft Office Skills Training Julie Howard, Instructor TERO Training Center

Learn basic skills in Microsoft Office 365:

**Excel / Forms / Outlook – March, May, July**

**Word / PowerPoint – April, June, August (February class is full)**

These classes will take place on the 2<sup>nd</sup> full week from Tuesday through Thursday 9A to 4P – the classes fill up quickly so please sign up as soon as you can. **The February class for Word & PowerPoint is full.**

Classes are held at the **TERO Technical Training Institute at 149 Children's Home Loop, Cherokee, NC**. If you have questions, call 828/359-6365 for more information. You may also email questions to [gerrgrad@ebci-nsn.gov](mailto:gerrgrad@ebci-nsn.gov).

Class size will be limited so please sign up using the following link:

<https://forms.office.com/r/YjupLfaCJ6>

Or use this QR Code from your phone:



Individuals without Internet access can call 359-6365.

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