

BUSINESS ORIENTED

Our state of the art facility provides a business oriented learning environment where adults from all over the region gather, learning valuable new skills and competencies.

Maximizing the investment in training is important for all organizations, and New Horizons assists each client with the management and measurement of their training activities. The variety of learning options from New Horizons allows students to learn in the manner that best suits their schedule, budget, learning style and expertise.

Browse our Comprehensive Course Listing on page 2 and choose from a wide selection of desktop application skills, information technology skills and certification packages, as well as business skills for professional development. Additionally, we can easily customize our training curriculum for your team's specific needs.

LEARNING EXPERIENCE

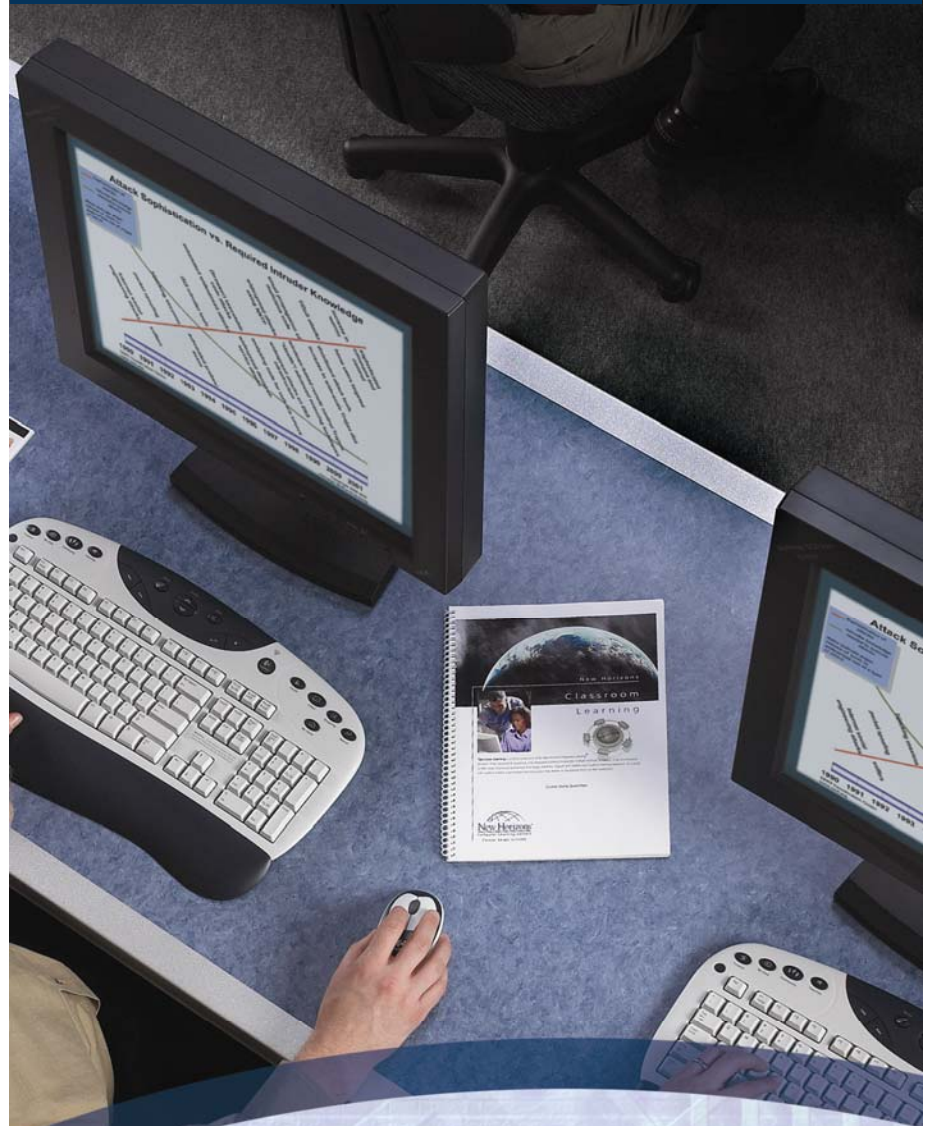
New Horizons Integrated Learning is a comprehensive approach to training that guides each learner through all stages of their learning lifecycle. It consists of five components - Assess, Learn, Reinforce, Support and Validate - and combines classroom and eLearning products and services to create the most effective learning experience available in the industry.

The success of our customers is realized through training classes, but the foundation of New Horizons is based on inspiring students and companies to become more productive and successful in their daily activities.

Always remember to visit our Web site:
www.nhcolumbus.com for the latest course schedules!

See reverse side for location and contact information.

▶ Train with the Leader



IT SOLUTIONS

Microsoft Windows Server 2003 - As the region's exclusive Microsoft Certified Technical Education Center, our training on Windows Server 2003 and related products is second to none.

Linux - Open source solutions can spell savings for your organization, but only if you know how to use them. Let our certified instructors with real world experience help you realize the return on your investment.

CIW - the world's largest and fastest-growing Internet certification. A comprehensive information technology certification for the knowledge based economy, with specific job roles and vendor-neutral content covering multiple hardware and software vendors.

Novell - Focusing on taking full advantage of the Net economy while keeping network ownership costs in check, Novell continues to be recognized as an industry leader. As the area's only Novell Authorized Education Center, New Horizons is positioned to help you take advantage of what Novell has to offer.

Much More - These are just some of the featured programs we offer . . . be sure to review our full course list (see page 2).



Classroom learning provides an environment where the student learns by actually performing tasks in the area of learning their course is covering. Students training on Microsoft Office will perform mail-merges and create spreadsheets. Those in a Cisco class will be connecting to routers and managing TCP/IP traffic. Regardless of your training need, you will learn hands-on skills at New Horizons.



Demand for skilled employees remains strong and growing on a daily basis. Organizations need to be assured that the IT professionals they hire can handle real-world, technology-based responsibilities, and employees and job seekers need credentials that demonstrate just that. Information systems today play a key role in nearly every business. Certification training provides a blueprint for IT professionals to plan, implement and manage those information systems.

Quality learning is the key to certification. At New Horizons, you'll get the best in quality and flexibility that only the world's largest training company can offer. Regardless of the certification that you are interested in, you'll receive comprehensive training from highly qualified instructors, authorized training and curriculum materials, and the flexibility to schedule your courses anywhere and anytime, day or night.



▶ Course Catalog

APPLICATION SKILLS

Microsoft Office System	Word • Excel • PowerPoint • Outlook • Access • InfoPath • FrontPage Visio • Publisher • OneNote • Project • Live Meeting		
Adobe	Photoshop • Illustrator • InDesign • Pagemaker • GoLive Premiere Pro • After Effects • Audition • Acrobat		
Macromedia	Dreamweaver • Flash • Fireworks • Contribute • Director • Freehand		
Others	Crystal Reports Quickbooks GroupWise	Digital Imaging Video Editing Windows Workshop	HTML ACT! Database Design

If you have an application training need, and do not see the title listed here, be sure to contact us. As the world's largest training company, we have tremendous resources and can customize our curriculum to meet your specific needs.

TECHNICAL SKILLS

Entry into IT	CompTIA A+ Certification for PC Hardware and Operating Systems CompTIA Network+ Certification
Microsoft	Windows Server 2003 • Windows XP • Windows 2000 SQL Server • Exchange • ISA Server • SMS • Web Services Windows Security • Network Infrastructure • Directory Services .NET Framework • VB.NET • C#.NET • ADO.NET • ASP.NET
Linux	Apache Web Server for Linux • Linux System Fundamentals Linux System Administration • Linux+ Certification
Cisco	Interconnecting Cisco Network Devices • Building Scalable Cisco Internetworks Building Cisco Multilayer Switched Networks Building Cisco Remote Access Networks • Cisco Internet Troubleshooting
CIW	Foundations • Master Webmaster Track • Master Web Developer Track • Master Designer Track • Master Enterprise Developer Track • Master Security Professional Track □ □ □ □
Novell	Netware 6 • ZEN Works • GroupWise • Linux on Novell Network Infrastructure • Directory Services
IT Security	CompTIA Security+ Certification • Security Certified Network Professional Security Certified Network Architect • Advanced TCP/IP Security Skills

Technical training needs can be very detailed and very specific for individuals and organizations alike. If you have a specific technical training need, be sure to let us know. We have an excellent history of working directly with organizations to create customized technical training for a variety of IT needs.

BUSINESS SKILLS FOR PROFESSIONAL DEVELOPMENT

Time Management Advanced Interpersonal Communication Effective Presentations Business Ethics Business Etiquette	Virtual Teams Project Teams Negotiating Team Participation Grammar Skills
Active Leadership Coaching E-mail Etiquette Conducting Meetings	Business Writing Change Management Sexual Harassment Prevention Diversity

Also referred to as soft skills, business skills training covers multiple topic areas, including time management, leadership, communications, presentations, sales, management, interviewing, negotiating, finance, and much more.

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