

HANDS-ON WORKSHOPS & eCLASSES

OCT/NOV/DEC 09

Get more class details
and register at www.pinc.org

or contact Maria Salita at
maria@pinc.org or
call (800) 659-3363
or (415) 489-7602

Custom Training

PINC offers customized training designed to achieve your specific performance goals. Classes are scheduled at your convenience, at your location, or ours. We offer customized hands-on workshops, webinars, and seminars.

Topics include:

- Print Buying Best Practices
- Print Basics
- Paper Basics
- Digital Printing
- Customer Service
- Selling in Today's Market
- Estimating
- Technical Training: Adobe products, workflow

Contact Barbara:
barbara@pinc.org; (800) 659-3363

Those dates indicated following **SAC:** on the schedule will be held in Sacramento. Go online at www.pinc.org



Cancellation and Rescheduling Policy

We encourage you to register early, as sometimes classes sell out.

We reserve the right to reschedule due to insufficient registrations, instructor emergencies or other unforeseen circumstances. If it is deemed necessary to reschedule the class, registrants will be notified immediately. If a registrant cannot attend on the rescheduled date, they will be offered a full refund.

If you need to cancel a class, we will give you a full refund as long as you give us adequate notice of the cancellation. If, however, you notify us less than five business days before the class (a "late-reschedule"), we do not offer a refund and you only qualify for a late-reschedule under the terms below. To summarize the cancellation policy, you can't get your money back unless you give us at least five business days' notice.

If you need to reschedule a class, it's no problem as long as you give us adequate notice. If, however, you notify us less than five business days before the class (a "late-reschedule"), or simply do not show up, you lose the right to cancel for a full refund. In addition, if you have late-rescheduled and then chosen another date for the class, you may not late-reschedule that replacement class without forfeiting the original fees entirely and having to pay a second time to take the same class. To summarize the reschedule policy, you can reschedule at the last minute once, but not twice.

Our free retake terms are as follows:

- Class must be taken within 6 months of class registration.
- Offered when space is available in class.

Adobe Acrobat

Acrobat Fundamentals	2 days	Oct 19-20 • Nov 16-17 • Dec 14-15	SAC: Oct 28-29	Nov 9-10
Adobe Acrobat for Prepress with JDF	1 day	Sep 30 • Nov 10		
Adobe Acrobat for Print Buyers and Designers	1 day	Oct 22		
PitStop and Adobe Acrobat 8	1 day	Nov 17		
eClass What's New in Acrobat 9 PowerSession	2 Hours Online	9-11 am	Nov 10	

Adobe Dreamweaver

Dreamweaver Fundamentals	2 days	Oct 22-23 • Nov 19-20	SAC: Oct 19-20	Nov 16-17
Dreamweaver Intermediate	2 days	Sep 24-25 • Nov 19-20 • Dec 21-22	SAC: Nov 12-13	

Adobe Flash

Flash Fundamentals	2 days	Oct 26-27 • Nov 23-24 • Dec 21-22	SAC: Oct 8-9	Nov 2-3
eClass What's New in Flash CS4 PowerSession	2 Hours Online	1-3 pm	Nov 10	

Adobe Illustrator

Adobe Illustrator Fundamentals	2 days	Oct 13-14 • Nov 10-11 • Dec 8-9	SAC: Oct 26-27	
eClass What's New in Illustrator CS4 PowerSession	2 Hours Online	9-11 am	Dec 3	

Adobe InDesign

InDesign Fundamentals	2 days	Oct 19-20 • Nov 16-17 • Dec 14-15	SAC: Oct 12-13	Nov 4-5
InDesign Advanced	1 day	Oct 21 • Nov 18 • Dec 16	SAC: Oct 15	Nov 13
InDesign for Designers & Print Buyers	1 day	Nov 5		
Mastering Creative Suite 4	2 days	Nov 11		
VDP with XMPie uDirect in InDesign	1 day	Dec 15		
eClass InDesign for Long Documents	2 Hours Online	1-3 pm	Nov 19	
eClass Outputting Transparency with Adobe	2 Hours Online	1-3 pm	Dec 3	

Adobe Photoshop

Photoshop Fundamentals	2 days	Oct 28-29 • Nov 23-24 • Dec 28-29	SAC: Nov 9-10	
Photoshop Advanced	2 days	Oct 15-16 • Nov 12-13 • Dec 10-11	SAC: Oct 13-14	Nov 18-19
eClass Beauty Retouching in Photoshop	2 Hours Online	9-11 am	Nov 19	
eClass Color Correction with Photoshop	2 Hours Online	1-3 pm	Oct 23	
eClass What's New in Photoshop & Bridge PowerSession	2 Hours Online	9-11 am	Oct 23	

Microsoft Excel

Excel 2003 Introduction	1 day	Oct 5 • Nov 4 • Nov 20 • Dec 23	SAC: Oct 5	Nov 10
Excel 2003 Intermediate	1 day	Oct 22 • Nov 19 • Dec 17	SAC: Sep 18	Oct 12 • Nov 19
Excel 2007 Introduction	1 day	Oct 5 • Nov 4 • Nov 20	SAC: Sep 28	Oct 13
Excel 2007 Intermediate	1 day	Oct 6 • Nov 5 • Nov 23 • Dec 28	SAC: Sep 29	Oct 21 • Nov 9

Microsoft PowerPoint

PowerPoint 2003 Introduction	1 day	Oct 13 • Dec 7	SAC: Oct 28	Nov 20
PowerPoint 2003 Intermediate	1 day	Dec 8	SAC: Oct 30	Nov 23
PowerPoint 2003 Advanced			SAC: Nov 24	
PowerPoint 2007 Introduction	1 day	Oct 15 • Nov 12	SAC: Oct 5	Nov 6
PowerPoint 2007 Intermediate	1 day	Dec 16	SAC: Oct 6	Nov 9
PowerPoint 2007 Advanced	1 day	Sep 16	SAC: Oct 7	
Webinar PowerPoint 2003 (2 part series)	1.5 Hours Online	9-10:30am	Nov 10 & 17	
Webinar PowerPoint 2007 (2 part series)	1.5 Hours Online	9-10:30am	Nov 12 & 19	

Microsoft Word

Word 2003 Introduction	1 day	Oct 21 • Dec 16	SAC: Oct 5	Nov 25
Word 2003 Intermediate	1 day	Oct 22 • Dec 17	SAC: Oct 12	Nov 6
Word 2003 Advanced	1 day	Oct 23 • Dec 18	SAC: Nov 2	
Word 2007 Introduction	1 day	Nov 18	SAC: Nov 3	
Word 2007 Intermediate	1 day	Sep 22 • Nov 19	SAC: Nov 4	
Word 2007 Advanced	1 day	Sep 23 • Nov 20	SAC: Nov 5	

Programming + Web Design

CSS Fundamentals	2 days	Oct 27-28 • Nov 19-20 • Dec 21-22	SAC: Oct 19-20	Nov 12-13
HTML Fundamentals	2 days	Oct 14-15 • Nov 11-12 • Dec 9-10	SAC: Sep 24-25	Oct 28-29
Intro to Programming	2 days	Oct 28-29 • Nov 30-Dec 1 • Dec 28-29	SAC: Sep 30-Oct 1	

Special Interest Webinars/Seminars

Webinar Email Marketing	1.5 Hours Online	9-10:30am	Sep 23 • Oct 21 • Nov 11 • Dec 9
Webinar Social Media	1.5 Hours Online	9-10:30am	Sep 30 • Oct 28 • Nov 18 • Dec 16
Search Engine Optimization	1 day	Sep 24 • Oct 19 • Nov 16 • Dec 14	SAC: Oct 29