



Golden Corridor Chapter, IAAP *More Microsoft Office*

February 27, 2010, 8 am—noon

NIU Hoffman Estates, 5555 Trillium Boulevard
Hoffman Estates, IL 60192

Go from user to "super user" in a single day!

Learn dozens of tips, shortcuts, and hidden features that can help you whisk through projects and turn out professional-looking work every time.



Don Humphrey CAP—*"Are You Using Microsoft Office Publisher Yet?"*
and
Marie Herman ATM-B, CIWD—*"Sharing Data Between Office Programs—Getting Microsoft Office Programs to Play Nice Together"*



LUCKY YOU! You've got Microsoft Office... but is it living up to all of your expectations? Is it really the time-saver you thought it would be? Has it reduced your "busywork" significantly? Have you gotten programs to work together - or are you still using each component as a single-purpose program?

Here's your opportunity to see how Microsoft Office was meant to work - and how to make it work for you and also to begin using Microsoft Office Publisher!

(see back for registration and directions)



NIU Hoffman Estates

5555 Trillium Boulevard
 Hoffman Estates, IL 60192
 (847) 645-3000 x 36
 (815) 753-8850

[Driving Directions \(Mapquest\)](#)

[Local Hotel Information](#)

I-90 Westbound (From O'Hare International Airport)

Follow the signs for I-90 Westbound towards Rockford
 Take I-90 past Route 53, Barrington Road and Route 59
 Exit at Beverly Road
 Turn right (heading north) onto Beverly Road
 Turn right (heading east) onto Trillium Blvd.
 NIU-Hoffman Estates is the second building on your right

I-90 Eastbound

Heading on I-90 towards Chicago exit at Route 59
 Turn left (heading north) on Route 59
 Turn left (heading west) onto Higgins Road
 Turn left (heading south) onto Beverly Road
 Turn left (heading east) onto Trillium Blvd.
 NIU-Hoffman Estates is the second building on your right.

From Higgins Road

Take Higgins Road west (pass Barrington Rd, Route 59 & Trillium Blvd)
 Turn left on Beverly Road (second light after Trillium)
 Turn left on Trillium Blvd
 NIU-Hoffman Estates is the second building on your right

GCC Members: Register by sending an email to andrea.turner@motorola.com (\$ Free Workshop \$)

Other IAAP members & non-members: Register by sending the completed registration form along with your check for \$10 payable to:

Golden Corridor Chapter

PO Box 59551
 Schaumburg, IL 60159

Registration must be received by **Friday, February 19, 2010.**

Lab space is limited, so register early to secure your place!

Cancellations must be received via email to andrea.turner@motorola.com by Wednesday, February 17, 2010.

After February 24, all registrations will be nonrefundable.

Name

Contact Information (email or phone)

GCC Member Guest

