



## Training Listing for MindMapper Solution - Kuala Lumpur

Course Title	Target Audience	Duration	HRD Corp Claimable Course
<b>Open System</b>			
<b>Open Office Application</b>			
- Introduction to Open Office CALC (Spreadsheet)	User	2 days	YES
- Introduction to Open Office Writer (Word Processing)	User	2 days	YES
- Introduction to Open Office Impress (Presentation)	User	1 day	YES
- Open Office CALC for Advanced Users (Spreadsheet)	User	2 days	YES
- Open Office Writer for Advanced Users (Word Processing)	User	2 days	YES
- Open Office Impress for Advanced Users (Presentation)	User	1 day	YES
<b>PC Support</b>			
- Getting Started Course - Computer Appreciation	User	2 days	YES
- Knowing Your PC	User	2 days	YES
- PC Configuring, Troubleshooting, Maintenance and Data Recovery	Support	4 days	YES
- Supporting PC and Windows	Support	5 days	YES
- A+ Certification	Support	5 days	YES

