### Assistive Technology
- **Save Time and Increase Your Productivity with Dragon NaturallySpeaking**
  - Apr 26, 09:30
- **Save Time and Increase Your Productivity with Dragon NaturallySpeaking**
  - May 31, 09:30

### Collaboration
- **Adobe Connect: Conference, Collaborate and Broadcast your Lecture via the Web**
  - May 18, 14:00

### Cybersecurity
- **Stay Safe Online: Passwords**
- **Stay Safe Online: Phishing**
- **Stay Safe Online: Spearphishing**
- **Stay Safe Online: How Do I Distinguish a Legitimate Website from a Fake One**
- **Stay Safe Online: Financial Fraud via Email Forgery**

### Data Analysis
- **ATLAS.ti: An Introduction for Qualitative Research**
  - Jun 04, 09:30
- **Excel 2016: Analysing and Summarising Data**
  - May 17, 09:30
- **Excel 2016: Analysing and Summarising Data**
  - Jun 21, 09:30
- **Excel 2016: Functions**
  - Jun 22, 09:30
- **Excel 2016: Recorded Macros**
  - Jul 05, 09:30
- **NVivo: An Introduction for Qualitative Research**
  - May 21, 09:30
- **NVivo: An Introduction for Qualitative Research**
  - Jul 04, 09:30

### Data Management
- **Access 2016: Creating a Simple Database**
  - May 24–25, 09:30
- **Access 2016: Fast Track Introduction**
  - May 11, 09:00
- **Access 2016: Further Use**
  - Jun 28–29, 09:30
- **Excel 2016: Managing Data & Lists**
  - May 22, 09:30
- **Excel 2016: Managing Data & Lists**
  - Jun 14, 09:30
- **MySQL: Implementing a Relational Database Design**
  - May 3–4, 14:00
- **Relational Database Design**
  - Apr 27, 09:00

### Design and Desktop Publishing
- **Adobe InDesign CC: Introduction to Desktop Publishing**
  - May 22, 14:00
- **Adobe InDesign CC: Introduction to Desktop Publishing**
  - Jul 04, 09:30
- **Publisher 2016: Creating Professional Publications**
  - May 18, 09:30

### Digital Media
- **Adobe Illustrator CC: Introduction**
  - May 08, 09:30
- **Adobe Illustrator CC: Introduction**
  - Jun 11, 14:00
## Self-taught Courses

Hundreds of online courses from the Microsoft® Imagine Academy

For more information see: www.training.cam.ac.uk/ucs/programme/2309985

<table>
<thead>
<tr>
<th>Self-taught Courses</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adobe Photoshop CC: Advanced (Level 2)</td>
<td>May 03</td>
<td>09:30</td>
</tr>
<tr>
<td>Adobe Photoshop CC: Advanced (Level 2)</td>
<td>Jun 05</td>
<td>09:30</td>
</tr>
<tr>
<td>Adobe Photoshop CC: Introduction (Level 1)</td>
<td>Apr 24 all day</td>
<td>09:30</td>
</tr>
<tr>
<td>Adobe Photoshop CC: Introduction (Level 1)</td>
<td>May 15–16</td>
<td>09:30</td>
</tr>
<tr>
<td>Adobe Photoshop CC: Introduction (Level 1)</td>
<td>Jun 12</td>
<td>09:30</td>
</tr>
<tr>
<td>Video Production: Shoot, Edit and Upload (Workshop)</td>
<td>Jun 14 all day</td>
<td>09:30</td>
</tr>
</tbody>
</table>

### Document Management and Referencing

<table>
<thead>
<tr>
<th>Document Management and Referencing</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>EndNote: Introduction to a Reference Management Program (Self-paced)</td>
<td>May 02</td>
<td>10:00</td>
</tr>
<tr>
<td>LaTeX: Introduction to Text Processing</td>
<td>Apr 25 all day</td>
<td>10:00</td>
</tr>
<tr>
<td>LaTeX: Introduction to Text Processing</td>
<td>May 31 all day</td>
<td>10:00</td>
</tr>
<tr>
<td>LaTeX: Introduction to Text Processing</td>
<td>Jun 20 all day</td>
<td>10:00</td>
</tr>
<tr>
<td>Mendeley: Introduction to a Reference Management Program (Self-paced)</td>
<td>May 14</td>
<td>14:00</td>
</tr>
<tr>
<td>Word 2016: Mastering Dissertations and Theses (Level 3)</td>
<td>May 02</td>
<td>14:00</td>
</tr>
<tr>
<td>Zotero: Introduction to a Reference Management Program (Self-paced)</td>
<td>May 08</td>
<td>14:00</td>
</tr>
</tbody>
</table>

### High Performance Computing

<table>
<thead>
<tr>
<th>High Performance Computing</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Performance Computing: An Introduction</td>
<td>Jun 05 all day</td>
<td>09:30</td>
</tr>
</tbody>
</table>

### Introductory IT Skills

<table>
<thead>
<tr>
<th>Introductory IT Skills</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excel 2016: Introduction</td>
<td>May 10</td>
<td>09:30</td>
</tr>
<tr>
<td>Excel 2016: Introduction</td>
<td>Jul 09</td>
<td>09:30</td>
</tr>
<tr>
<td>Excel 2016: Introduction (Self-paced)</td>
<td>Jun 12–13</td>
<td>09:30</td>
</tr>
<tr>
<td>Office 2016: Excel, Word and PowerPoint Top Ten Tips</td>
<td>Jun 07</td>
<td>09:30</td>
</tr>
<tr>
<td>Word 2016: Introduction (Self-paced)</td>
<td>Jun 12–13</td>
<td>09:30</td>
</tr>
</tbody>
</table>

### Operating Systems and Use (Windows, Unix/Linux, Mac)

<table>
<thead>
<tr>
<th>Operating Systems and Use (Windows, Unix/Linux, Mac)</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microsoft Certified Solutions Associate (MCSA): Windows Server 2016 - Installation, Storage and Computer with Windows Server 2016 vA (70-740) £</td>
<td>Jun 25–29 all day</td>
<td>09:30</td>
</tr>
<tr>
<td>Unix: Introduction to the Command Line Interface (Self-paced)</td>
<td>May 22–23</td>
<td>14:00</td>
</tr>
<tr>
<td>Unix: Introduction to the Command Line Interface (Self-paced)</td>
<td>Jun 6–7</td>
<td>14:00</td>
</tr>
<tr>
<td>Unix: Introduction to the Command Line Interface (Self-paced)</td>
<td>Jul 4–5</td>
<td>14:00</td>
</tr>
</tbody>
</table>

### Presentations

<table>
<thead>
<tr>
<th>Presentations</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visio 2016: Organisational, Gantt and Flowcharts</td>
<td>Jul 06</td>
<td>09:30</td>
</tr>
</tbody>
</table>

### Programming and Scientific Computing

<table>
<thead>
<tr>
<th>Programming and Scientific Computing</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced OpenMP</td>
<td>Jul 17–19 all day</td>
<td>09:00</td>
</tr>
<tr>
<td>Programming Concepts: Introduction for Absolute Beginners</td>
<td>Apr 23–24</td>
<td>09:30</td>
</tr>
</tbody>
</table>

£ Course fees apply
Studying for professional qualifications?

We offer ITIL® (instructor-led), Oracle Java, SQL and a range of Microsoft® Office Specialist and Microsoft® technical courses (online).

### Programming
- **Modern Fortran (Workshop)**: Apr 12–13 all day 09:00
- **Python 3: Advanced Topics (Self-paced)**: May 18 09:30
- **Python 3: Introduction for Absolute Beginners**: May 2,4,9,11 14:00
- **Python 3: Introduction for Absolute Beginners**: Jul 4,6,11,13 09:30
- **Python 3: Introduction for Those with Programming Experience**: May 15–16 09:30
- **Python 3: Introduction for Those with Programming Experience**: Jun 20–21 09:30
- **Unix: Simple Shell Scripting for Scientists**: Jun 11,13,15 14:00

### University IT Systems
- **Introduction to Lean Six Sigma in HE (Equivalent to Yellow Belt Level)**: Apr 12 09:30
- **Introduction to Lean Six Sigma in HE (Equivalent to Yellow Belt Level)**: May 24 09:30
- **IT Supporters: Training for the New Password App**: May 17 all day 10:00
- **UTBS: New Provider Training Administrator Training**: May 10 09:30
- **UTBS: New Provider Training Administrator Training**: Jul 10 09:30
- **UTBS: New Provider Training Manager Training**: May 14 09:00
- **CHRIS - An Introduction**: Monthly Varies
- **Recruitment Administration System (RAS)**: Monthly Varies
- **Web Recruitment Training – Managing Vacancies & Correspondance**: Monthly Varies
- **Web Recruitment Training – Offers**: Monthly Varies
- **CamSIS: An Introduction**: Monthly Varies
- **CamSIS Search**: Monthly Varies
- **Excel for CamSIS Users**: Monthly Varies
- **Moodle: Getting Started**: Weekly Varies
- **Moodle: Feedback from the Course Members**: Monthly Varies
- **Moodle: Managing Access within Your Course**: Monthly Varies
- **Moodle: Online Submissions**: Monthly Varies
- **Moodle: Training for Coordinators**: Monthly Varies

### Web Publishing & Management
- **Falcon: An Introduction for Content and Site Managers (Part 1 and Part 2)**: May 24–25 09:30
- **Web Authoring: Dreamweaver CC Introduction**: May 24 09:30
- **Web Authoring: HTML - For Beginners (Level 1)**: Apr 26 09:30
- **Web Authoring: HTML - For Beginners (Level 1)**: Jun 08 09:30
- **Web Authoring: HTML - Cascading Style Sheets (CSS) for Beginners (Level 2)**: Jun 15 09:30

For training in the University's finance systems, health and safety, personal and professional development and much more, see: [www.training.cam.ac.uk/theme](http://www.training.cam.ac.uk/theme)