

You can do IT

IT training for staff and students



University Information Services

IT Training Calendar

Lent Term 2020



UNIVERSITY OF
CAMBRIDGE

www.uis.cam.ac.uk/training

Lent Term 2020 – IT Training Timetable

Collaboration

Webinars & Web Conferencing: Broadcast Your Talk & Collaborate in Meetings	Feb 11	14:00
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Data Analysis

ATLAS.ti: An Introduction for Qualitative Research	Feb 19	09:30
Excel 2016: Analysing and Summarising Data	Feb 5	09:30
Excel 2016: Analysing and Summarising Data	Mar 3	09:30
Excel 2016: Functions	Feb 7	09:30
Excel 2016: Functions	Mar 5	09:30
Excel 2016: Recorded Macros	Feb 14	09:30
Excel 2016: Recorded Macros	Mar 10	09:30
NVivo: An Introduction for Qualitative Research	Jan 31	09:30

Data Management

Access 2016: Creating a Simple Database	Feb 18,19	09:30
Access 2016: Fast Track Introduction	Feb 12	09:00
Access 2016: Further Use	Mar 3, 4	09:30
Excel 2016: Managing Data & Lists	Jan 28	09:30
Excel 2016: Managing Data & Lists	Feb 25	09:30
Relational Database Design	Feb 13	09:00

Design and Desktop Publishing

Adobe InDesign CC: Introduction to Desktop Publishing	Jan 21	09:30
Adobe InDesign CC: Introduction to Desktop Publishing	Feb 20	09:30

Digital Media

Adobe Illustrator CC: Introduction	Feb 6	09:30
Adobe Illustrator CC: Introduction	Mar 18	09:30
Adobe Photoshop CC: Advanced (Level 2)	Feb 19	09:30
Adobe Photoshop CC: Introduction (Level 1)	Jan 16 all day	09:30
Adobe Photoshop CC: Introduction (Level 1)	Feb 11 all day	09:30
Adobe Photoshop CC: Introduction (Level 1)	Feb 27 all day	09:30

Document Management and Referencing

EndNote: Introduction to a Reference Management Program (Self-paced)	Jan 28	10:00
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Sometimes we have to change dates; the latest timetable can be viewed online:

www.uis.cam.ac.uk/training

Self-taught Courses

For more information see: www.uis.cam.ac.uk/training

Document Management and Referencing (cont.)

LaTeX: Introduction to Text Processing	Jan 29 all day	10:00
LaTeX: Introduction to Text Processing	Feb 12 all day	10:00
LaTeX: Introduction to Text Processing	Mar 12 all day	10:00
Word 2016: Mastering Dissertations and Theses (Level 3)	Feb 6	14:00
Accessibility: How to Produce Accessible Documents - An Introduction (Workshop)	Jan 23	10:00
Accessibility: How to Produce Accessible Documents - An Introduction (Workshop)	Mar 3	10:00
Accessibility: How to Produce Accessible Documents - An Introduction (Workshop)	Mar 24	10:00

Graphics & Photos

Photogrammetry and Related 3D Imaging Technologies - An Introduction: Creating Three-dimensional Models from a Set of Images	Mar 4,5 all day	10:00
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High Performance Computing

High Performance Computing: An Introduction	Mar 26 all day	09:30
Research Computing: Infrastructure as a Service	Mar 19	09:30

Introductory IT Skills

Excel 2016: Introduction	Jan 14	09:30
Excel 2016: Introduction (Self-paced)	Jan 22, 23	09:30
Office 2016: Excel, Word and PowerPoint Top Ten Tips	Jan 15	09:30
Word 2016: Introduction (Self-paced)	Jan 22, 23	09:30

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

Unix: Building, Installing and Running Software	Mar 2, 3, 4	14:00
Unix: Introduction to the Command Line Interface (Self-paced)	Jan 21 all day	09:30
Unix: Introduction to the Command Line Interface (Self-paced)	Feb 25 all day	09:30

Programming and Scientific Computing

Mobile App Building and Augmented Reality: An Introduction	Mar 17, 18	09:30
PHP: From Basics to Data Collection through a Webform	Mar 10, 11	09:30
Programming Concepts: Introduction for Absolute Beginners	Jan 14,15	14:00
Python 3: Advanced Topics (Self-paced)	Mar 11	09:30
Python 3: Introduction for Absolute Beginners	Jan 29,31 Feb 5,7	09:30
Python 3: Introduction for Those with Programming Experience	Feb 26-27	09:30
Unix: Simple Shell Scripting for Scientists	Mar 10,11,12	14:00

If you have any suggestions, or questions about IT skills training, please contact us:

training@uis.cam.ac.uk | 01223 (7)62999

Lent Term 2020 – IT Training Timetable

University IT Systems

UTBS: New Provider Training Administrator Training	Feb 4	09:30
UTBS: New Provider Training Administrator Training	Mar 23	09:30
UTBS: New Provider Training Manager Training	Feb 5	09:00
UTBS: New Provider Training Manager Training	Mar 18	09:00
CHRIS - An Introduction	Monthly	varies
Recruitment Administration System (RAS)	Monthly	varies
Web Recruitment Training	Monthly	varies
Web Recruitment Training - R4	Monthly	varies
An Introduction to CamSIS	Monthly	varies
CamSIS Search	Monthly	varies
Moodle: Getting Started	Fortnightly	varies
Moodle: Feedback from the Course Members	Fortnightly	varies
Moodle: Managing Access within Your Course	Monthly	varies
Moodle: Online Submissions	Fortnightly	varies
Moodle: Training for Coordinators	Monthly	varies
Introduction to Ivanti Service Manager	Every 2 Months	varies
Ivanti Service Manager: Saved Searches, Dashboards and Reporting	Termly	varies
Ivanti Service Manager: Tasks, Knowledge Articles and Service Requests	Termly	varies

Web Publishing & Management

Drupal: An Introduction	Jan 9	10:30
Drupal: An Introduction	Jan 20	10:30
Drupal: An Introduction	Feb 4	10:30
Drupal: An Introduction	Feb 19	10:30
Drupal: An Introduction	Mar 5	10:30
Drupal: An Introduction	Mar 16	10:30
Drupal: An Introduction	Mar 31	10:30
Falcon: An Introduction for Content and Site Managers (Part 1 and Part 2)	Jan 29,30	09:30
Web Authoring (Level 3): CSS - Cascading Style Sheets Responsive Web Design	Mar 17	09:30
Web Authoring: HTML – For Beginners (Level 1)	Feb 26	09:30
Web Authoring: HTML – Cascading Style Sheets (CSS) for Beginners (Level 2)	Mar 11	09:30

For training in the University's finance systems, health and safety, personal and professional development and much more, see:

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