

FREE Training

▶ www.in.gov/dwd/elearning



More than 750 MindLeaders® courses available in the following areas:

401(k) Plans
Access 2000 MOS
Access 2002
Access 2003
Access 2007
Access 2007 Advanced
Basics of Business Math
Budgeting and Saving
Building Relationships
Business Ethics
Career Development (Videos)
Communicating with Power
Communication (Videos)
Computer Basics
Computing Concepts
Crystal Reports 8
Crystal Reports XI
Customer Service
Customer Service (Videos)
Dealing with Difficult People
Doing Business in China
Doing Business in India
Dreamweaver 8
Dreamweaver MX
Dreamweaver MX 2004
E-mailing Your Way to the Top
Effective Business Communication
Effective Presentations
Estate Planning
Excel 2000 MOS
Excel 2000 MOS Expert
Excel 2002
Excel 2003
Excel 2007
Excel 2007 Advanced
Finance (Videos)
Flash 8
Flash MX
Flash MX 2004
Flash MX 2004 ActionScript 2.0
Flash MX ActionScript
FrontPage 2000
Fundamentals of
Business Management
Global Business (Videos)
Grammar

GroupWise 5.5
GroupWise 6.5
Home Business
Innovation in the Workplace
Instructional Design
Internet Explorer 6
Internet Explorer 7
Interview Skills
Introduction to PCs
Investing Fundamentals
Leadership (Videos)
Leading Teams (Videos)
Lotus Notes 6.5
Lotus Notes 8.5
Lotus Notes R5
Management (Videos)
Management Skills Introduction
Managing Change
Managing Within the Law (Videos)
Motivation
Motivation Methods and Strategies
Negotiating
Office 2000
Office 2003 – What's New
Office 2007
Office XP Upgrade
Outlook 2002
Outlook 2003
Outlook 2007
Paint Shop Pro 5
Photoshop
Photoshop 7
Photoshop CS
PowerPoint 2000 MOS
PowerPoint 2002
PowerPoint 2003
PowerPoint 2007
Problem Solving Through
Productive Thinking
Project 2000 MOS
Project 2003
Project 2007
Project Management
Project Management from
a People Perspective
Project Management
Professional Certification 2005

Project Management
Professional Certification 2009
QuickBooks
QuickBooks 2004
Retirement Planning
Sales and Marketing (Videos)
SAP R/3 Release 4.6
Sarbanes-Oxley Act
Self-Management (Videos)
Sexual Harassment in the Workplace
SharePoint 2003
SharePoint 2007
Six Sigma (Videos)
Stress Management
Teams That Work
Time Management for
Maximum Productivity
Time Management Fundamentals
Visio 2002
Visio 2007
Windows 2000 Basics – Client
Windows Vista
Windows XP Upgrade
Word 2000 MOS
Word 2000 MOS Expert
Word 2002
Word 2003
Word 2007
Work and Life Balance (Videos)
Workplace Environment (Videos)
Works

