



The Building Supply Industry Association

MS Word

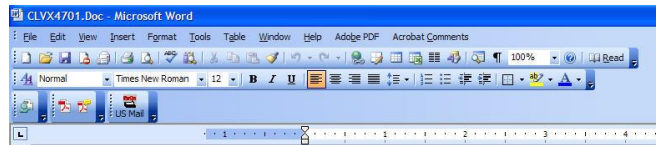
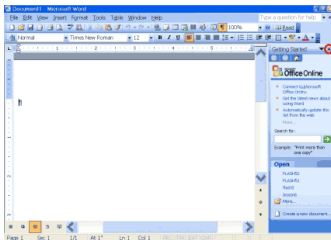
March 14th & 28th 2015

8:30am – 12:30pm

Registration Form

MS Word: Customize Ribbon; Quick Access Toolbar; Create Documents from Templates; Cut, Copy and Paste with keyboard shortcut keys; Add Header & Footer with date, page number for letters and envelopes; Customize bullets; Number Table Rows, Insert Columns, Tables; Convert Text to Table

Computer Skills Trainer: Edward Baraghoush, B.Sc in Physics & Statistics, Carleton U; Software Systems, BCIT; Psychology, UBC. The Facilitator can train in your office (Min 8) or nearby Computer Lab.



Company: _____
 Address: _____ City: _____ Postal Code: _____
 Tel: _____ Fax: _____ E-Mail: _____

Name of Participant (please print clearly)		MS Word March 14 th & 28 th

Payment Information

\$140 per 2 Day course (\$155 non-members) = _____ + (5% GST) Total: _____

GST# R121931729

Method of Payment: Please bill me (BSIA members only) Cheque Enclosed
 Visa _____ MasterCard _____ Card # _____ Exp Date: _____

Signature _____

**Please return registration form with payment enclosed or fax / email back to:
 #2 – 19299 94th Avenue Surrey, BC V4N 4E6 Fax: 604-513-2206 Email: info@bsiabc.ca**