

West Branch - Headquarter
 (next to Jurong East Bus Interchange & MRT Station, EW Line)
 8 Jurong Town Hall Road
 #27-01 The JTC Summit
 Singapore 609434

East Branch
 (next to Mountbatten MRT Station, Circle Line)
 229 Mountbatten Road
 #03-43 Mountbatten Square
 Singapore 398007

Contact Us
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 Office : +65 6484 6723 Fax : +65 6567 2383

@ASK Training Pte Ltd
 Co. Reg. No. : 201016621D
 GST Reg. No. : 201016621D



Microsoft Excel														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microsoft Excel 2013 - Basic	Yes	2	\$353.10	ASKEB3	JTC Summit	06-07 17-18	02-03 11-12	01-02 12-13	06-07 17-18	03-04 14-15	04-05 14-15	05-06 16-17	06-07 16-17	04-05 14-15
					Mountbatten Square	10-11	08-09 18-19	08-09 19-20	03-04 20-21	07-08 17-18	07-08 21-22	09-10 19-20	02-03 13-14	07-08 18-19
Microsoft Excel 2013 - Intermediate	Yes	2	\$353.10	ASKEL3	JTC Summit	10-11 20-21	04-05 22-23	05-06 15-16	10-11 20-21	07-08 28-29	07-08 25-26	19-20 30-31	09-10 27-28	07-08 18-19
					Mountbatten Square	17-18	11-12 25-26	12-13 22-23	06-07 17-18	10-11 21-22	11-12 25-26	12-13 23-24	06-07 16-17	11-12 21-22
Microsoft Excel 2013 - Advanced	Yes	2	\$353.10	ASKEA3	JTC Summit	12-13 24-25	08-09 18-19	08-09 19-20	13-14 24-25	10-11 21-22	11-12 21-22	12-13 23-24	13-14 23-24	11-12 21-22
					Mountbatten Square	20-21	15-16 29-30	15-16 27-28	10-11 24-25	17-18 28-29	14-15 28-29	16-17 26-27	09-10 27-28	14-15 26-27
Microsoft Excel 2016 - Basic	Yes	2	\$353.10	ASKEB6	JTC Summit			12-13	17-18	14-15	14-15	05-06	16-17	14-15
					Mountbatten Square			19-20	20-21	17-18	07-08	19-20	02-03	18-19
Microsoft Excel 2016 - Intermediate	Yes	2	\$353.10	ASKEL6	JTC Summit			27-28	27-28	17-18	18-19	09-10	20-21	26-27
					Mountbatten Square			22-23	24-25	21-22	11-12	23-24	16-17	21-22
Microsoft Excel 2016 - Advanced	Yes	2	\$353.10	ASKEA6	JTC Summit			19-20	24-25	21-22	21-22	12-13	23-24	21-22
					Mountbatten Square			27-28	27-28	28-29	14-15	26-27	09-10	26-27
Dashboard Reporting in Microsoft Excel	Yes	1	\$299.60	ASKDB7	JTC Summit	07		14		01		26		07
Effective Pivot Tables in Microsoft Excel	Yes	1	\$299.60	ASKPT0	JTC Summit	19		07		11		27		20
Formulas Mastery in Microsoft Excel	Yes	1	\$299.60	ASKFM7	JTC Summit		17		19		20		08	
Microsoft Excel For HR Professionals	Yes	1	\$299.60	ASKHR7	JTC Summit	26		08		23		26		13
Visual Basic for Applications in Microsoft Excel - Fundamental	Yes	3	\$642.00	ASK7VB	JTC Summit	24-26		19-21		16-18		11-13		18-20
					Mountbatten Square		22-24		12-14		18-20		20-22	
Visual Basic for Applications in Microsoft Excel - Advanced	Yes	3	\$695.50	ASK7VA	JTC Summit				26-28					
					Mountbatten Square		29-31					04-06		

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Microsoft PowerPoint														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microsoft PowerPoint 2013 - Basic and Intermediate	Yes	2	\$353.10	ASKBP3	JTC Summit	17-18	22-23	12-13	10-11	21-22	11-12	23-24	13-14	11-12
					Mountbatten Square	12-13	15-16	05-06	17-18	14-15	18-19	02-03	06-07	26-27
Microsoft PowerPoint 2013 - Advanced	Yes	1	\$214.00	ASKPA3	JTC Summit	19		14	12	23	13	25	15	13
					Mountbatten Square		17	07	19	16	20	04	08	28
Microsoft PowerPoint 2016 - Basic and Intermediate	Yes	2	\$353.10	ASKBP3	JTC Summit			12-13		21-22		23-24		11-12
					Mountbatten Square				17-18		18-19		06-07	
Microsoft PowerPoint 2016 - Advanced	Yes	1	\$214.00	ASKPA3	JTC Summit			14		23		25		13
					Mountbatten Square				19		20		08	

Microsoft Word														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microsoft Word 2013 - Basic and Intermediate	Yes	2	\$353.10	ASKBW3	JTC Summit	12-13	15-16	05-06	17-18	14-15	18-19	09-10	20-21	26-27
					Mountbatten Square	24-25	25-26	19-20	24-25	21-22	04-05	19-20	13-14	18-19
Microsoft Word 2013 -Advanced	Yes	1	\$214.00	ASKWA3	JTC Summit		17	07	19	16	20	11	22	28
					Mountbatten Square	26		21	26	23	06		15	20
Microsoft Word 2016 - Basic and Intermediate	Yes	2	\$353.10	ASKBW3	JTC Summit				17-18		18-19		20-21	
					Mountbatten Square			19-20		21-22		19-20		18-19
Microsoft Word 2016 -Advanced	Yes	1	\$214.00	ASKWA3	JTC Summit				19		20		22	
					Mountbatten Square			21		23				20

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Microsoft Access & Outlook

Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microsoft Access 2013 - Basic and Intermediate	Yes	2	\$406.60	ASKAB3	JTC Summit		11-12		24-25		14-15		16-17	
					Mountbatten Square	12-13		08-09		10-11		12-13		07-08
Microsoft Access 2013 - Advanced	Yes	2	\$406.60	ASKAA3	JTC Summit		25-26			24-25			23-24	
					Mountbatten Square			15-16			21-22			14-15
Microsoft Outlook 2013 - Basic to Intermediate	Yes	1	\$267.50	ASKKB3	JTC Summit	18	02	14	12	07	13	04	02	21
					Mountbatten Square	26	17	05	19	23	14	11	30	28
Microsoft Outlook 2013 - Intermediate to Advanced	Yes	1	\$267.50	ASKKA3	JTC Summit		03			08			03	
					Mountbatten Square			06			15			01

Microsoft Office - Others

Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microsoft Project 2013 - Basic to Advanced	Yes	3	\$642.00	ASKPJ3	JTC Summit		29-31	For in-house and customisation only, please contact us for more information						
Microsoft Publisher	Yes	1	\$299.60	ASKIP7	JTC Summit	For in-house and customisation only, please contact us for more information								
Microsoft Visio	No	1	\$299.60	ASKBV7	JTC Summit	For in-house and customisation only, please contact us for more information								