

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



<b>Microsoft Excel 2019</b>											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Microsoft Excel 2019 - Basic	Yes	2	\$385.20	ASKEB9	JTC Summit	13-14	20-21	07-08	12-13	09-10	17-18
					Mountbatten Sq	06-07	17-18	14-15	08-09	16-17	14-15
Microsoft Excel 2019 - Intermediate	Yes	2	\$385.20	ASKEL9	JTC Summit	06-07	13-14	14-15	08-09	16-17	10-11
					Mountbatten Sq	13-14	20-21	21-22	05-06 15-16	23-24	17-18
Microsoft Excel 2019 - Advanced	Yes	2	\$385.20	ASKEA9	JTC Summit	20-21	27-28	17-18	22-23	19-20	14-15
					Mountbatten Sq	06-07 16-17	24-25	24-25 28-29	19-20	26-27	21-22
Microsoft Excel: Advanced Formulas and Functions <b>NEW !</b>	Yes	2	\$535.00	ASKFF8	JTC Summit		20-21		15-16		21-22
					Mountbatten Sq	20-21		07-08		16-17	
Microsoft Excel: 99 Pro Hacks and Tips <b>NEW !</b>	Yes	1	\$299.60	ASKTH8	JTC Summit	20		14		12	
					Mountbatten Sq		11		14		03
Advanced Pivot Table Techniques in Microsoft Excel <b>NEW !</b>	Yes	1	\$299.60	ASKEP8	JTC Summit	15		16		18	
					Mountbatten Sq		06		29		30
Dashboard Reporting in Microsoft Excel	Yes	1	\$299.60	ASKDB8	JTC Summit				01		
					Mountbatten Sq	16				06	
Data Analysis with Microsoft Excel DASHBOARD Reporting for Management	Yes	2	\$856.00	ASKDR8	Hotel		13-14		08-09		07-08
Bridging Big Data Analytics using Power BI	Yes	1	\$428.00	ASKBB8	JTC Summit		05			25	
					Mountbatten Sq			11			04
Introduction to Microsoft Excel Power Query, Data Model, Power Pivot and DAX <b>NEW !</b>	Yes	2	\$856.00	ASKPQ8	Hotel	06-07		24-25		12-13	
Visual Basic for Applications in Microsoft Excel - Fundamental	Yes	3	\$642.00	ASK7VB	JTC Summit		12-14		14-16		07-09
					Mountbatten Sq	07-09		23-25		09-11	

<b>Microsoft PowerPoint &amp; Word</b>											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Microsoft PowerPoint 2019 - Basic and Intermediate	Yes	2	\$385.20	ASKPB9	JTC Summit	13-14	17-18	21-22	19-20	19-20	07-08
					Mountbatten Sq	20-21	13-14	07-08	22-23	23-24	10-11
Microsoft PowerPoint 2019 - Advanced	Yes	1	\$235.40	ASKPA9	JTC Summit		19		21		09
					Mountbatten Sq	22		09		25	
Creative Microsoft PowerPoint Designs Masterclass <b>NEW !</b>	Yes	1	\$299.60	ASKCP8	JTC Summit			23			21
					Mountbatten Sq		26			06	
Microsoft Word 2019 - Basic and Intermediate	Yes	2	\$385.20	ASKWB9	JTC Summit	06-07	27-28	14-15	22-23	16-17	17-18
					Mountbatten Sq	08-09	24-25	17-18	19-20	19-20	07-08
Microsoft Word 2019 - Advanced	Yes	1	\$235.40	ASKWA9	JTC Summit	08		16		18	
					Mountbatten Sq		26		21		09
Creating Digital MS Word Forms and Importing Data Automatically from MS Excel <b>NEW !</b>	Yes	1	\$299.60	ASKWF8	JTC Summit		19		14		23
					Mountbatten Sq	30		23		05	

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Microsoft Access & Outlook											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Microsoft Access 2019 - Basic and Intermediate	Yes	2	\$428.00	ASKAB9	JTC Summit		13-14		22-23		10-11
					Mountbatten Sq	23-24		10-11		19-20	
Microsoft Access 2019 - Advanced	Yes	2	\$428.00	ASKAA9	JTC Summit		24-25			23-24	
					Mountbatten Sq			17-18			21-22
Microsoft Outlook 2019 - Basic and Intermediate	Yes	1	\$267.50	ASKKB9	JTC Summit		12		21		14
					Mountbatten Sq	15		16		12	
Microsoft Outlook 2019 - Intermediate and Advanced	Yes	1	\$267.50	ASKKA9	JTC Summit			23			15
					Mountbatten Sq		19			13	

Adobe CC											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Photoshop CC - Basic to Intermediate	Yes	2	\$513.60	ASKPB8	JTC		03-04			19-20	

Video Editing & IT Related											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
IT Clinics (PC/Laptop Maintenance)	Yes	2	\$535.00	ASKCL7	JTC Summit			17-18			21-22
Mobile Apps Development and Deployment for Your Organization - Beginners	Yes	2	\$535.00	ASKMP7	JTC Summit	23-24		24-25		26-27	
					Mountbatten Sq		27-28		29-30		17-18
Mobile Apps Development and Deployment for Your Organization - Advanced	Yes	2	\$535.00	ASKMA7	JTC Summit		24-25			23-24	
					Mountbatten Sq			21-22			14-15
Video Production	Yes	2	\$535.00	ASKVP7	JTC Summit	16-17		21-22		16-17	
					Mountbatten Sq		17-18		12-13		07-08

Web Applications											
Course Title	HRMS	No. of Day(s)	Course Fee (Inc. GST)	Course Code	Location	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Infographics Concept and Data Visualization Technique	Yes	1	\$299.60	ASKGV7	JTC Summit		27			13	
					Mountbatten Sq			10			16
Introduction to Digital Marketing	Yes	2	\$535.00	ASKDM8	JTC Summit	21-22		09-10		09-10	
					Mountbatten Sq		20-21		15-16		09-10
Understanding E-Commerce in Your Organisation (To Build Online Shop)	Yes	2	\$535.00	ASKEB7	JTC Summit		17-18		12-13		14-15
					Mountbatten Sq	13-14		14-15		16-17	
Website Design & Development (using Free Software)	Yes	1	\$299.60	ASKKM7	JTC Summit			15			22
					Mountbatten Sq		12			05	