



WE'RE YOUR RESOURCE FOR HANDS-ON TRAINING AND CONSULTING SERVICES IN TODAY'S MOST POWERFUL SOFTWARE APPLICATIONS.

FULL CIRCLE OFFERS INTRO THRU EXPERT LEVEL COURSES IN:

- MICROSOFT OFFICE
- CRYSTAL REPORTS
- MICROSOFT PROJECT
- PHOTOSHOP
- DREAMWEAVER
- FLASH
- FIREWORKS
- ADOBE ACROBAT
- PUBLISHER
- XHTML CODING AND MORE

NEED A DATABASE SOLUTION, ON-SITE TRAINING, CUSTOM WRITTEN DOCUMENTATION, PROPRIETARY SOFTWARE TRAINING, OR HELP WITH A SPECIFIC PROJECT?

CALL US FOR:

- CUSTOM COURSES
- LARGE SCALE ROLLOUTS
- EXECUTIVE COACHING
- SKILLS ASSESSMENT
- TRAINER WALK-AROUND
- HELP DESK SERVICES
- PROPRIETARY SOFTWARE DOCUMENTATION AND TRAINING
- DATABASE DESIGN & REPORT WRITING SERVICES



Look to us for creative solutions to your most challenging IT projects. We're here to help.

Consider us part of your team when you need an extra set of hands, or a specialized skill-set to tackle tough, time sensitive projects.

Rely on our expert—but always practical—advice that respects your goals, your schedule, and your budget.

Leave the details to us and relax while our trained professionals cross every "t" and dot every "i" to ensure that your project is a total success.

Use our Experts to Supplement Your In-house Talent

Look to us for creative solutions to your most challenging projects. We're here to help—and in the rare event that we can't, we're happy to recommend a resource who will. Consider Full Circle for:

CUSTOMIZED COURSES

Training for your in-house, proprietary applications, including custom written manuals, and optional web-based help and tutorials.

LARGE SCALE ROLLOUTS

Initial skills assessments, post training help desk support, and customized courseware, with prices and flexible scheduling options to fit both your schedule and your budget.

DESKSIDE EXECUTIVE SUPPORT

One-on-one custom sessions for your management team, minimizing time away from the desk and targeting critical skills.

TRAINER WALK-ABOUT

A Full Circle expert level instructor on-site at your office providing desk-side support, tackling challenges and providing one-on-one solutions in real-time.

OUTPLACEMENT PROGRAMS

Outplacement seminars and state-approved career-retraining programs for downsizing and reorganization situations.

Take Your Skills Full Circle and Benefit From:

- The smallest possible class sizes for unsurpassed, individual attention
- Flexible training formats: full-day, half-day, evening & Saturday scheduling options
- Bright, comfortable, state-of-the-art learning environment
- Expert level instructors who understand your needs and know how to communicate
- FREE refresher option — retake any course for up to 3 months (same version)
- FREE post training support for 30 days after the class
- Clear, concise, step-by-step manuals to take back to your desk
- Central location at Business 30 & Ship Road, 1/2 mile east of the Exton Mall, easily accessible from Route 202, the PA Turnpike & Route 100
- Licensed by the Pennsylvania Department of Education, CEU's available
- Microsoft Office Specialist™ Authorized Testing and Training Center



What exactly is "Training that fits?"

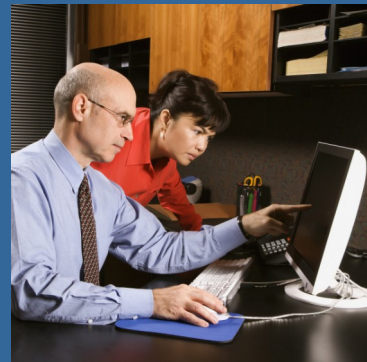
"What's so different about Full Circle Computing," you ask? Well for one, we believe in our tag line **"Training that fits."** We're all about saving time and money, without cutting corners. Our **training solutions** minimize time away from your desk, and make the most of every class minute. You get practical training using **business relevant examples** and more course choices that let you **target specific skill sets**, start people in the right place, and finish with a person who is more valuable at the end of the day.

We believe in a **small group approach** that works (and we've got a 99.5% client satisfaction rating to prove it!). We believe that excellent technical training begins and ends with **expert communication** skills (get to know our rare breed of "techie" who can communicate too!). We understand that "love 'em and leave 'em" doesn't work, and that **long term relationships** are the true measure of business success (check out our **free post training support** via email, web or phone).

Full Circle is a **turnkey solution** to your training needs from initial **skills assessments** to customized course content, to your choice of training formats (half-day, full-day, evening and weekend) at **our location or on-site** at yours. Just book it and rest easy while **we handle all the details**.

So if you're looking for **hands-on business applications training** for everything from Microsoft Office to high-end Web and Graphics design to Project Management and Data Mining, Reporting and Database Development, Full Circle is the place to go.

Call us at **610-594-9510** and experience **computer training the way it should be**.



Licensed, Certified & Respected

- Microsoft Office Specialist™ Authorized Testing and Training Center
- A Pennsylvania Private Licensed School
- Career training programs approved by the PA Department of Education
- CPE/CEU approved (Sponsor # PX177299) by PA Dept. of Professional and Occupational Affairs
- Member—American Society for Training & Development



Microsoft
Small Business
Specialist

Every student benefits from:

- The smallest possible class sizes for more personal attention
- FREE refresher course option, excellent, step-by-step reference manual
- Flexible scheduling options: days, evenings, weekends, full-day or half-day formats
- 30 days of our exclusive help desk support for questions after the class
- Flexible budgeting options from open enrollment discounts to group rates



We're a regional training Center Easy to get to — from *wherever* you are:

- Wilmington, DE —22 miles
- Philadelphia, PA—30 miles
- Princeton/Trenton —48 miles
- Harrisburg, PA—65 miles
- Atlantic City, NJ—75 miles
- Baltimore/DC —120 miles
- New York City—120 miles
- Alexandria, VA—120 miles
- Pittsburgh, PA—225 miles
- Rochester, NY—230 miles
- Greenfield, MA—245 miles
- Cleveland, OH— 410 miles

We are just 15 minutes off Exit 312 of the PA Turnpike, 40 minutes from Philadelphia International Airport, and just 10 minutes from the Amtrak/SEPTA train station. Need help with travel arrangements? Give us a call at **610-594-9510** and we'll be happy to assist with hotels, driving directions or to arrange train station or airport pickup.

www.fullcirclecomputing.com