



C.B. Learning

A Division of Computer Bookshops Ltd.

What's New - 2010

Microsoft®
online learning

sage

glenfis



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Helping train over 2.8 million people
during the last decade

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C.B.Learning, with its parent company Computer Bookshops Ltd, are an award-winning partner of Microsoft who over the past decade have helped train over 2.8 million people across Europe on Microsoft technologies.

What's new for 2010?

We are pleased to announce that we have extended our course range to bring you official courses from CIMA, Sage and accredited ITIL courses as well as the introduction of Microsoft Dynamics, Windows 7 and Microsoft Office 2010 training. We also offer a variety of new options for customers to purchase and use their online courses:

- ▶ **Course "gift" cards**
These can be distributed to learners and provide tangible reminders of the courses you want them to study.
- ▶ **eVouchers**
Purchase as few as 50 individual courses. Flexible access to a defined range of courses to suit varied training needs with minimal administration.
- ▶ **Microsoft Training 365**
Subscriptions are available to the full library of Microsoft desktop or technical courses.



How does C.B.Learning help organisations like yours?

Our official training is delivered over the web through an industry-leading Learning Management System (LMS) offering full visibility of the learning process and giving you control over the training both at a user and departmental level.

However a successful rollout requires more than having the courses and a delivery platform. The rollout must meet business needs, and crucially the end users need to understand what is available and be motivated to get the most from it. Here C.B.Learning offers a variety of innovative solutions to maximise the success of an online training programme in your organisation:

- ▶ **Video emails**
Emailed to prospective learners within your organisation to promote online learning.
- ▶ **Course Catalogues**
Our customised catalogues can be distributed to learners to learn more about the courses available.
- ▶ **Posters**
Customised posters can be put up on notice boards to advertise the online learning courses and promote course take up within your organisation.

Examples available on request

“ ... [C.B.Learning are] a very professional company who have aided in our staff development ... ”

Donatella Banks, Trainer, Fairpoint



C.B.Learning is at the forefront in providing official Microsoft training on Windows 7.

In October Microsoft released Windows 7, their new desktop computer operating system, and it has been receiving great reviews. Microsoft have taken on board customer feedback and tried to make the operating system work the way people want along with making everyday tasks easier and faster.

One of the major visual changes involves the taskbar at the bottom of the screen. The Quick Launch toolbar has been removed and instead you can easily ‘pin’ commonly used applications to the taskbar. Windows 7 can help businesses run safer and faster, and its ease of use offers a real boost to productivity.

A full range of courses for home and office workers are now available, with courses for IT professional Windows 7 certifications due soon.

Ref	Title	CBL Ref	Length (Hours)	RRP £ ex Vat	RRP £ inc Vat
112640	Clinic 10088: What's New in Windows 7 for Information Workers	112640	2	FREE	FREE
112654	Clinic 10077: What's New in Windows 7 for IT Professionals	112654	2	FREE	FREE
112669	Clinic 10125: What's New in Windows 7 for Consumers	112669	1	FREE	FREE
141106	Course 10166: Windows 7 Essentials I	141106	1	6.80	7.99
141111	Course 10167: Windows 7 Essentials II	141111	1	6.80	7.99
146519	Collection CBL50: Core Training for Windows 7	146519	7	10.20	11.99

Coming soon

150849	Collection 6292: Installing and Configuring Windows 7 Client (Exam 70-680)	150849	20	170.20	199.99
150853	Collection 6294: Planning and Managing Windows 7 Desktop Deployments and Environments (Exam 70-686)	150853	20	170.20	199.99

“ Our courses are delivered over the Internet and can be taken anytime and anywhere. ”

“ Course progress is fully visible via an industry leading Learning Management System. ”



C.B.Learning offers the full range of official Microsoft Dynamics online learning courses. These online training courses are written and developed in-house by Microsoft, offering a web-based Microsoft Dynamics training solution that allows you and your business to train at your own convenience anywhere in the world.

- ▶ Over 750 courses are available covering all aspects of Dynamics
- ▶ Developed by the Dynamics product team at Microsoft
- ▶ Work towards Dynamics certifications

Key Courses

DYNAMICS AX 2009

Courses cover: What's New, Introduction, Installation, Configuration, Development, Financials, Bill of Materials, Fixed Assets, Payroll, Administration, Project Accounting, Trade and Logistics, Payroll, Production Series, Environmental Sustainability Dashboard, Product Builder, Enterprise Portal Development, Master Planning

DYNAMICS CRM 4.0

Courses cover: What's New, Introduction, Installation, Deployment, Customisation, Configuration, Applications

DYNAMICS GP 10.0

Courses cover: What's New, Installation, Configuration, Bank Reconciliation, Business Portal Installation, Developer Toolkit, Fixed Assets, Foundation, General Ledger, Inventory Control, Payables Management, Purchase Order Processing, Receivables Management, Sales Order Processing, Advanced Distribution, Workflow, Using SQL Server Reporting Services, Analysis Cubes, Extender, eConnect, Analytical Accounting

DYNAMICS NAV 2009

Courses cover: What's New, Introduction, Installation, Configuration, Applications Setup, Finance, C/SIDE, Business Intelligence

DYNAMICS SL 7.0

Courses cover: What's New, Business Portal Project Accounting, Inventory, Order Management, Purchasing

Courses are also available on:

Dynamics POS 2009, Business Solutions Portal 3.0/4.0, AX 4.0, CRM 3.0, GP 9.0, NAV 5.0, SL 6.5

Visit www.cblearning.com to view the full list of Dynamics courses

Officially accredited ITIL® V3 Online Learning



Developed by Glenfis, a Swiss consultancy who specialise in ITIL, these courses provide training on ITIL in an interactive and engaging format.

The ITIL V3 Foundation and Foundation Bridge courses cover the complete syllabus, include mock exams and thoroughly prepare you for the ITIL V3 Foundation exams. The ITIL V3 Intermediate and Expert courses cover all of the Lifecycle stream modules and the Managing across the Lifecycle module, and support your studies as part of a blended solution.

The courses have been officially accredited, and combine rich graphics in a dynamic presentation style which will hold your attention throughout the course. Questions and scenarios will test your knowledge, and a mock exam at the end of the course will ensure you are ready to take the actual exam.

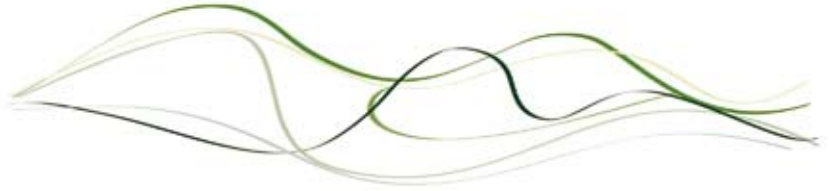


	CBL Ref	Length (Hours)	RRP £ ex VAT	RRP £ inc VAT
ITIL V3 FOUNDATION				
ITIL V3 Foundation Online Training Course	142951	8-10	218.00	256.15
ITIL V3 Foundation Bridge Online Training Course	142965	3-4	168.00	197.40
ITIL V3 INTERMEDIATE/EXPERT				
ITIL V3 Service Strategy Online Training Course	142970	4-5	136.50	160.39
ITIL V3 Service Design Online Training Course	142984	4-5	136.50	160.39
ITIL V3 Service Transition Online Training Course	142999	4-5	136.50	160.39
ITIL V3 Service Operation Online Training Course	143008	4-5	136.50	160.39
ITIL V3 Continual Service Improvement Online Training Course	143012	4-5	136.50	160.39
ITIL V3 Managing across the Lifecycle Online Training Course	143027	4-5	136.50	160.39
ITIL V3 Expert Online Training Course	143032	14-16	291.00	341.93

Ask about our new ITIL Foundation Training Bundle
containing two ITIL study books



Get a grip of your finances with official Sage online learning



Is your company running Sage software? C.B.Learning has teamed up with Sage to bring you their range of official Sage training courses. The courses offer an authentic training experience which can be used to study at anytime, anywhere in the world.

Training in Sage software couldn't be easier. Within as little as 6 hours you could have the tools to feel confident in applying your Sage software knowledge to your business.

Ref	Title	CBL Ref	Length (Hours)	RRP £ ex Vat	RRP £ inc Vat
126821	Sage Bookkeeping Stage 1 Online Course	126821	6	50.00	57.50
126840	Sage Bookkeeping Stage 2 Online Course	126840	6	50.00	57.50
126854	Sage Instant Accounts Online Course	126854	6	50.00	57.50
126869	Sage 50 Accounts Online Course	126859	6	95.00	109.25



Official Sage online learning from only £50 +VAT

CIMA Official Online Courses



PUBLISHING

CIMA online learning courses have been developed, written, reviewed and endorsed by CIMA to guarantee quality and content that will help you pass your exams. They are the only complete online CIMA-approved courses available and cover the full course syllabus, organised by learning outcome.

The courses feature:

- ▶ Interactive case studies allow you to simulate real-life business problems and work out solutions
- ▶ Animations and simulation exercises help you to apply what you've learned
- ▶ Testing throughout to check your learning
- ▶ Jargon busters to clarify technical concepts
- ▶ Reading assignments illustrate key theories and practice



CIMA Online Learning courses put you in control of your learning, not only in terms of flexible study times and places where you can study, but in its interactive learning environment and quality of course material.

Ref	Title	Length (Hours)	RRP £ ex Vat	RRP £ inc Vat
144922	C01 Management Accounting Fundamentals	12	99.99	117.49
144937	C02 Financial Accounting Fundamentals	18	99.99	117.49
144942	C03 Business Mathematics	11	99.99	117.49
144956	C04 Economics for Business	20	99.99	117.49
144961	C05 Business Law	16	99.99	117.49
145150	E1 Enterprise Operations	22	125.00	146.88
145164	E2 Enterprise Management	18	125.00	146.88
145179	E3 Enterprise Strategy	27	125.00	146.88
145183	F1 Financial Operations	26	125.00	146.88
145198	F2 Financial Management	26	125.00	146.88
145201	F3 Financial Strategy	21	125.00	146.88
145215	P1 Performance Operations	23	125.00	146.88
145220	P2 Performance Management	16	125.00	146.88
145234	P3 Performance Strategy	20	125.00	146.88

CIMA courses for 2010 syllabus now available



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