JPL IT Training Limited
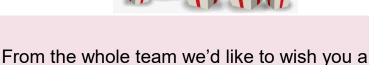
Company Newsletter

Welcome to our business Christmas newsletter!

Summary for this newsletter:

* Merry Christmas from the team!

* Company news

* YouTube Channel revamp #2

* Message from the MD

* Master Class Excel range

* Hint and tip of the newsletter

From the whole team we'd like to wish you a

Merry Christmas and a Happy New Year!

New short courses

Excel	2 hour course on shortcuts and hints and tips. Delivered virtually
Word	2 hour course on shortcuts and hints and tips. Delivered virtually
PowerPoint	Build a presentation in under 2 hours from scratch. Delivered virtually

These new courses above are run as well as our existing ones shown below.

Courses we offer:

Excel	Basic Intermediate Advanced Master Class Bronze Master Class Silver
Word	Basic Intermediate Advanced
PowerPoint	Basic Intermediate
Access	Basic Day 1 Basic Day 2
Project	Basic Intermediate
Outlook	1/2 Day Course
Excel Self Teach Packages	Basic Intermediate Advanced

Company news

We want to thank all our customers both new and older for their custom and support during 2020.

This year has certainly been one for the books! When we sent out our Christmas newsletter last year we fully expected 2020 to be another good 'normal' year for us here at JPL and it has definitely been far from that!

This year has found John training virtually from his office, while Rachel had to turn her dining room into an office/training room! The office dogs have also made an appearance or two on some of the training sessions as well as attendees pets joining in.

Although business has been more rocky this year, it has been lovely seeing everyone come together in community spirit with John and Dianne even joining a 'driveway dance class' this year in their close.

As we go forward into a new year we hope to be able to start seeing you all again on courses and catching up!

We also have a message from the MD that you can find over on the next page.