

電腦培訓服務 (供政府部門 / 醫管局使用) - 2024年4-12月編定課程

培訓機構: 天行系統有限公司

課程編號	課程名稱	上課日期	課程日數 (天)	地點
A. 基本技巧和操作系統				
BL05-24061K	Lotus Notes 9.0 for End-users	28 Jun 2024	1	旺角
BL05-24091K	Lotus Notes 9.0 for End-users	23 Sep 2024	1	旺角
BL05-24121K	Lotus Notes 9.0 for End-users	23 Dec 2024	1	旺角
NO19-24051K	Microsoft Outlook	28 May 2024	1	旺角
NO19-24111K	Microsoft Outlook	06 Nov 2024	1	旺角
WN10-24061K	Microsoft Windows 10	11 Jun 2024	1	旺角
WN10-24121K	Microsoft Windows 10	05 Dec 2024	1	旺角
B. 文書處理				
WD9A-24061K	Microsoft Word for Advanced Users	24 Jun 2024	1	旺角
WD9A-24081K	Microsoft Word for Advanced Users	23 Aug 2024	1	旺角
WD9A-24101K	Microsoft Word for Advanced Users	17 Oct 2024	1	旺角
WD9A-24121K	Microsoft Word for Advanced Users	19 Dec 2024	1	旺角
WD9I-24051K	Microsoft Word for Beginners	16 May 2024	1	旺角
WD9I-24071K	Microsoft Word for Beginners	26 Jul 2024	1	旺角
WD9I-24091K	Microsoft Word for Beginners	20 Sep 2024	1	旺角
WD9I-24111K	Microsoft Word for Beginners	01 Nov 2024	1	旺角
PTU9-24051K	Powerful Techniques in Using Microsoft Word	08 May 2024	1	旺角
PTU9-24071K	Powerful Techniques in Using Microsoft Word	08 Jul 2024	1	旺角
PTU9-24091K	Powerful Techniques in Using Microsoft Word	05 Sep 2024	1	旺角
PTU9-24111K	Powerful Techniques in Using Microsoft Word	25 Nov 2024	1	旺角
C. 試算表				
CPC9-24051K	Building Professional Charts with Microsoft Excel	30 May 2024 (0930-1230)	0.5	旺角
CPC9-24081K	Building Professional Charts with Microsoft Excel	15 Aug 2024 (0930-1230)	0.5	旺角
CPC9-24111K	Building Professional Charts with Microsoft Excel	21 Nov 2024 (1400-1700)	0.5	旺角
DAS9-24041K	Data Analysis with Microsoft Excel	29 Apr 2024	1	旺角
DAS9-24051K	Data Analysis with Microsoft Excel	30 May 2024	1	旺角
DAS9-24061K	Data Analysis with Microsoft Excel	25 Jun 2024	1	旺角
DAS9-24071K	Data Analysis with Microsoft Excel	22 Jul 2024	1	旺角
DAS9-24081K	Data Analysis with Microsoft Excel	23 Aug 2024	1	旺角
DAS9-24091K	Data Analysis with Microsoft Excel	24 Sep 2024	1	旺角
DAS9-24101K	Data Analysis with Microsoft Excel	09 Oct 2024	1	旺角
DAS9-24111K	Data Analysis with Microsoft Excel	18 Nov 2024	1	旺角
DAS9-24121K	Data Analysis with Microsoft Excel	12 Dec 2024	1	旺角
MPT9-24041K	Mastering Excel Pivot Tables	08 Apr 2024	1	旺角
MPT9-24051K	Mastering Excel Pivot Tables	09 May 2024	1	旺角
MPT9-24061K	Mastering Excel Pivot Tables	20 Jun 2024	1	旺角
MPT9-24071K	Mastering Excel Pivot Tables	17 Jul 2024	1	旺角
MPT9-24081K	Mastering Excel Pivot Tables	07 Aug 2024	1	旺角
MPT9-24091K	Mastering Excel Pivot Tables	16 Sep 2024	1	旺角
MPT9-24101K	Mastering Excel Pivot Tables	30 Oct 2024	1	旺角
MPT9-24111K	Mastering Excel Pivot Tables	19 Nov 2024	1	旺角
MPT9-24121K	Mastering Excel Pivot Tables	19 Dec 2024	1	旺角
SX9A-24051K	Microsoft Excel for Advanced Users	20 May 2024	1	旺角
SX9A-24061K	Microsoft Excel for Advanced Users	18 Jun 2024	1	旺角
SX9A-24071K	Microsoft Excel for Advanced Users	18 Jul 2024	1	旺角
SX9A-24081K	Microsoft Excel for Advanced Users	21 Aug 2024	1	旺角
SX9A-24091K	Microsoft Excel for Advanced Users	24 Sep 2024	1	旺角
SX9A-24101K	Microsoft Excel for Advanced Users	08 Oct 2024	1	旺角
SX9A-24111K	Microsoft Excel for Advanced Users	18 Nov 2024	1	旺角
SX9A-24121K	Microsoft Excel for Advanced Users	12 Dec 2024	1	旺角
SX9I-24041K	Microsoft Excel for Beginners	02 Apr 2024	1	旺角
SX9I-24051K	Microsoft Excel for Beginners	07 May 2024	1	旺角
SX9I-24061K	Microsoft Excel for Beginners	17 Jun 2024	1	旺角
SX9I-24071K	Microsoft Excel for Beginners	03 Jul 2024	1	旺角
SX9I-24081K	Microsoft Excel for Beginners	02 Aug 2024	1	旺角
SX9I-24091K	Microsoft Excel for Beginners	25 Sep 2024	1	旺角
SX9I-24101K	Microsoft Excel for Beginners	25 Oct 2024	1	旺角
SX9I-24111K	Microsoft Excel for Beginners	12 Nov 2024	1	旺角
SX9I-24121K	Microsoft Excel for Beginners	20 Dec 2024	1	旺角
SEDR-24051K	Microsoft Excel Dashboards & Reports	6 & 7 May 2024	2	旺角
SEDR-24061K	Microsoft Excel Dashboards & Reports	4 & 5 Jun 2024	2	旺角
SEDR-24071K	Microsoft Excel Dashboards & Reports	15 & 16 Jul 2024	2	旺角
SEDR-24091K	Microsoft Excel Dashboards & Reports	2 & 3 Sep 2024	2	旺角
SEDR-24111K	Microsoft Excel Dashboards & Reports	6 & 7 Nov 2024	2	旺角
SEDR-24121K	Microsoft Excel Dashboards & Reports	5 & 6 Dec 2024	2	旺角
PET9-24051K	Practical Excel Tips for Office Professionals	14 May 2024	1	旺角
PET9-24071K	Practical Excel Tips for Office Professionals	16 Jul 2024	1	旺角
PET9-24091K	Practical Excel Tips for Office Professionals	19 Sep 2024	1	旺角
PET9-24111K	Practical Excel Tips for Office Professionals	25 Nov 2024	1	旺角
SEFF-24051K	Using Excel Functions Effectively	23 May 2024	1	旺角

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SEFF-24061K	Using Excel Functions Effectively	26 Jun 2024	1	旺角
SEFF-24071K	Using Excel Functions Effectively	29 Jul 2024	1	旺角
SEFF-24081K	Using Excel Functions Effectively	22 Aug 2024	1	旺角
SEFF-24091K	Using Excel Functions Effectively	23 Sep 2024	1	旺角
SEFF-24101K	Using Excel Functions Effectively	21 Oct 2024	1	旺角
SEFF-24111K	Using Excel Functions Effectively	26 Nov 2024	1	旺角
SEFF-24121K	Using Excel Functions Effectively	13 Dec 2024	1	旺角
PP19-24051K	PowerPivot for Microsoft Excel	27 May 2024	1	旺角
PP19-24061K	PowerPivot for Microsoft Excel	19 Jun 2024	1	旺角
PP19-24081K	PowerPivot for Microsoft Excel	12 Aug 2024	1	旺角
PP19-24101K	PowerPivot for Microsoft Excel	07 Oct 2024	1	旺角
PP19-24121K	PowerPivot for Microsoft Excel	03 Dec 2024	1	旺角
PXBI-24051K	Big Data Analysis with Excel & Power BI	21 & 22 May 2024	2	旺角
PXBI-24071K	Big Data Analysis with Excel & Power BI	8 & 9 Jul 2024	2	旺角
PXBI-24091K	Big Data Analysis with Excel & Power BI	9 & 10 Sep 2024	2	旺角
PXBI-24111K	Big Data Analysis with Excel & Power BI	11 & 12 Nov 2024	2	旺角
PXBI-24121K	Big Data Analysis with Excel & Power BI	17 & 18 Dec 2024	2	旺角

D. 資料庫管理

DD9A-24051K	Microsoft Access for Advanced Users	02 & 3 May 2024	2	旺角
DD9A-24071K	Microsoft Access for Advanced Users	23 & 24 Jul 2024	2	旺角
DD9A-24091K	Microsoft Access for Advanced Users	26 & 27 Sep 2024	2	旺角
DD9A-24121K	Microsoft Access for Advanced Users	10 & 11 Dec 2024	2	旺角
DD9I-24041K	Microsoft Access for Beginners	2 & 3 Apr 2024	2	旺角
DD9I-24061K	Microsoft Access for Beginners	12 & 13 Jun 2024	2	旺角
DD9I-24081K	Microsoft Access for Beginners	15 & 16 Aug 2024	2	旺角
DD9I-24111K	Microsoft Access for Beginners	04 & 05 Nov 2024	2	旺角

E. 程式編製

EEM6-24051K	Microsoft Excel Macro Programming with VBA	13 & 14 May 2024	2	旺角
EEM6-24061K	Microsoft Excel Macro Programming with VBA	17 & 18 Jun 2024	2	旺角
EEM6-24071K	Microsoft Excel Macro Programming with VBA	18 & 19 Jul 2024	2	旺角
EEM6-24081K	Microsoft Excel Macro Programming with VBA	19 & 20 Aug 2024	2	旺角
EEM6-24091K	Microsoft Excel Macro Programming with VBA	12 & 13 Sep 2024	2	旺角
EEM6-24101K	Microsoft Excel Macro Programming with VBA	2 & 3 Oct 2024	2	旺角
EEM6-24111K	Microsoft Excel Macro Programming with VBA	13 & 14 Nov 2024	2	旺角
EEM6-24121K	Microsoft Excel Macro Programming with VBA	9 & 10 Dec 2024	2	旺角
PYTH-24081K	Essential Python for Everyone	27 & 28 Aug 2024	2	旺角
PYTH-24101K	Essential Python for Everyone	28 & 29 Oct 2024	2	旺角
PYTH-24121K	Essential Python for Everyone	16 & 17 Dec 2024	2	旺角

F. 圖像處理/簡報

CKII-24061K	Certificate in AutoCAD Drafting	3, 4 & 5 Jun 2024	3	旺角
CKII-24081K	Certificate in AutoCAD Drafting	7, 8 & 9 Aug 2024	3	旺角
CKII-24101K	Certificate in AutoCAD Drafting	28, 29 & 30 Oct 2024	3	旺角
CKII-24121K	Certificate in AutoCAD Drafting	11, 12 & 13 Dec 2024	3	旺角
E3DD-24051K	Advanced Certificate in AutoCAD 3D Modeling	23 & 24 May 2024	2	旺角
E3DD-24071K	Advanced Certificate in AutoCAD 3D Modeling	22 & 23 Jul 2024	2	旺角
E3DD-24091K	Advanced Certificate in AutoCAD 3D Modeling	9 & 10 Sep 2024	2	旺角
EIL9-24051K	Adobe Illustrator CC	9 & 10 May 2024	2	旺角
EIL9-24061K	Adobe Illustrator CC	24 & 25 Jun 2024	2	旺角
EIL9-24071K	Adobe Illustrator CC	11 & 12 Jul 2024	2	旺角
EIL9-24081K	Adobe Illustrator CC	26 & 27 Aug 2024	2	旺角
EIL9-24091K	Adobe Illustrator CC	19 & 20 Sep 2024	2	旺角
EIL9-24101K	Adobe Illustrator CC	28 & 29 Oct 2024	2	旺角
EIL9-24111K	Adobe Illustrator CC	18 & 19 Nov 2024	2	旺角
EIL9-24121K	Adobe Illustrator CC	16 & 17 Dec 2024	2	旺角
IND9-24041K	Adobe InDesign CC	29 & 30 Apr 2024	2	旺角
IND9-24071K	Adobe InDesign CC	25 & 26 Jul 2024	2	旺角
IND9-24101K	Adobe InDesign CC	3 & 4 Oct 2024	2	旺角
GS09-24051K	Adobe Photoshop CC	16 & 17 May 2024	2	旺角
GS09-24061K	Adobe Photoshop CC	20 & 21 Jun 2024	2	旺角
GS09-24071K	Adobe Photoshop CC	30 & 31 Jul 2024	2	旺角
GS09-24081K	Adobe Photoshop CC	21 & 22 Aug 2024	2	旺角
GS09-24091K	Adobe Photoshop CC	23 & 24 Sep 2024	2	旺角
GS09-24101K	Adobe Photoshop CC	22 & 23 Oct 2024	2	旺角
GS09-24111K	Adobe Photoshop CC	26 & 27 Nov 2024	2	旺角
GS09-24121K	Adobe Photoshop CC	19 & 20 Dec 2024	2	旺角
PRMC-24051K	Adobe Premiere Pro CC	28 & 29 May 2024	2	旺角
PRMC-24071K	Adobe Premiere Pro CC	4 & 5 July 2024	2	旺角
PRMC-24091K	Adobe Premiere Pro CC	5 & 6 Sep 2024	2	旺角
PRMC-24111K	Adobe Premiere Pro CC	7 & 8 Nov 2024	2	旺角
CAN-24041K	Certificate In Instance Online Design With Canva	08 Apr 2024	1	旺角
CAN-24061K	Certificate In Instance Online Design With Canva	14 Jun 2024	1	旺角
CAN-24081K	Certificate In Instance Online Design With Canva	13 Aug 2024	1	旺角
CAN-24101K	Certificate In Instance Online Design With Canva	18 Oct 2024	1	旺角
CAN-24121K	Certificate In Instance Online Design With Canva	30 Dec 2024	1	旺角
EE9M-24051K	Enhancing Microsoft PowerPoint Presentations with Multimedia Elements	23 May 2024	1	旺角
EE9M-24081K	Enhancing Microsoft PowerPoint Presentations with Multimedia Elements	09 Aug 2024	1	旺角

課程編號	課程名稱	上課日期	課程日數(天)	地點
EE9M-24111K	Enhancing Microsoft PowerPoint Presentations with Multimedia Elements	05 Nov 2024	1	旺角
CAAC-24041K	Certificate in Document Management with Adobe Acrobat	05 Apr 2024	1	旺角
CAAC-24061K	Certificate in Document Management with Adobe Acrobat	13 Jun 2024	1	旺角
CAAC-24091K	Certificate in Document Management with Adobe Acrobat	16 Sep 2024	1	旺角
CAAC-24121K	Certificate in Document Management with Adobe Acrobat	23 Dec 2024	1	旺角
GT9A-24061K	Microsoft PowerPoint for Advanced Users	27 Jun 2024	1	旺角
GT9A-24081K	Microsoft PowerPoint for Advanced Users	19 Aug 2024	1	旺角
GT9A-24101K	Microsoft PowerPoint for Advanced Users	31 Oct 2024	1	旺角
GT9A-24121K	Microsoft PowerPoint for Advanced Users	09 Dec 2024	1	旺角
GR9I-24051K	Microsoft PowerPoint for Beginners	09 May 2024	1	旺角
GR9I-24071K	Microsoft PowerPoint for Beginners	22 Jul 2024	1	旺角
GR9I-24091K	Microsoft PowerPoint for Beginners	30 Sep 2024	1	旺角
GR9I-24111K	Microsoft PowerPoint for Beginners	13 Nov 2024	1	旺角
GDP9-24061K	Visual Design for PowerPoint Presentations	12 Jun 2024	1	旺角
GDP9-24091K	Visual Design for PowerPoint Presentations	26 Sep 2024	1	旺角
GDP9-24121K	Visual Design for PowerPoint Presentations	18 Dec 2024	1	旺角
EM02-24051K	Workshop on Retouching Images and Creating Special Visual Effects using Photoshop	2 & 3 May 2024	2	旺角
EM02-24071K	Workshop on Retouching Images and Creating Special Visual Effects using Photoshop	15 & 16 Jul 2024	2	旺角
EM02-24091K	Workshop on Retouching Images and Creating Special Visual Effects using Photoshop	9 & 10 Sep 2024	2	旺角
EM02-24111K	Workshop on Retouching Images and Creating Special Visual Effects using Photoshop	14 & 15 Nov 2024	2	旺角

G. 中文輸入法

IC01-24051K	中文輸入法-倉頡	06 May 2024	1	旺角
IC01-24081K	中文輸入法-倉頡	07 Aug 2024	1	旺角
IC01-24111K	中文輸入法-倉頡	14 Nov 2024	1	旺角

H. 系統支援和管理

EN01-24061K	Workshop on Networking Fundamentals	20 & 21 Jun 2024	2	旺角
EN01-24121K	Workshop on Networking Fundamentals	2 & 3 Dec 2024	2	旺角

I. 網上應用系統

DMFA-24041K	Certificate in Facebook Marketing	09 Apr 2024	1	旺角
DMFA-24071K	Certificate in Facebook Marketing	08 Jul 2024	1	旺角
DMFA-24091K	Certificate in Facebook Marketing	27 Sep 2024	1	旺角
DMFA-24121K	Certificate in Facebook Marketing	11 Dec 2024	1	旺角
DMWP-24051K	Certificate in WordPress and Content Management System	31 May 2024	1	旺角
DMWP-24081K	Certificate in WordPress and Content Management System	12 Aug 2024	1	旺角
DMWP-24111K	Certificate in WordPress and Content Management System	22 Nov 2024	1	旺角
DMSE-24041K	Certificate in Search Engine Optimization	05 Apr 2024	1	旺角
DMSE-24071K	Certificate in Search Engine Optimization	10 Jul 2024	1	旺角
DMSE-24101K	Certificate in Search Engine Optimization	16 Oct 2024	1	旺角
DMGO-24051K	Certificate in Google Ads & Analytics	22 May 2024	1	旺角
DMGO-24091K	Certificate in Google Ads & Analytics	30 Sep 2024	1	旺角
DMGO-24121K	Certificate in Google Ads & Analytics	02 Dec 2024	1	旺角
HD10-24051K	Adobe Dreamweaver CC	20 & 21 May 2024	2	旺角
HD10-24081K	Adobe Dreamweaver CC	5 & 6 Aug 2024	2	旺角
HD10-24111K	Adobe Dreamweaver CC	20 & 21 Nov 2024	2	旺角

J. 其他電腦課題

EFRM-24051K	Creating E-Forms with Microsoft Word, Excel and Adobe Acrobat	08 May 2024	1	旺角
EFRM-24071K	Creating E-Forms with Microsoft Word, Excel and Adobe Acrobat	11 Jul 2024	1	旺角
EFRM-24091K	Creating E-Forms with Microsoft Word, Excel and Adobe Acrobat	16 Sep 2024	1	旺角
EFRM-24111K	Creating E-Forms with Microsoft Word, Excel and Adobe Acrobat	15 Nov 2024	1	旺角
CWEP-24051K	Collaboration between Microsoft Word, Excel and PowerPoint	13 May 2024	1	旺角
CWEP-24081K	Collaboration between Microsoft Word, Excel and PowerPoint	13 Aug 2024	1	旺角
CWEP-24111K	Collaboration between Microsoft Word, Excel and PowerPoint	11 Nov 2024	1	旺角
MP08-24061K	Microsoft Project	26 Jun 2024	1	旺角
MP08-24091K	Microsoft Project	12 Sep 2024	1	旺角
MP08-24121K	Microsoft Project	16 Dec 2024	1	旺角
OFT9-24041K	Tips and Tricks in Microsoft Word, Excel and PowerPoint	03 Apr 2024	1	旺角
OFT9-24061K	Tips and Tricks in Microsoft Word, Excel and PowerPoint	11 Jun 2024	1	旺角
OFT9-24081K	Tips and Tricks in Microsoft Word, Excel and PowerPoint	01 Aug 2024	1	旺角
OFT9-24101K	Tips and Tricks in Microsoft Word, Excel and PowerPoint	10 Oct 2024	1	旺角
OFT9-24121K	Tips and Tricks in Microsoft Word, Excel and PowerPoint	04 Dec 2024	1	旺角
GPT-24051K	Work Smart with Generative AI & GPT	08 May 2024	1	旺角
GPT-24071K	Work Smart with Generative AI & GPT	17 Jul 2024	1	旺角
GPT-24091K	Work Smart with Generative AI & GPT	25 Sep 2024	1	旺角
GPT-24111K	Work Smart with Generative AI & GPT	20 Nov 2024	1	旺角
GPT-24121K	Work Smart with Generative AI & GPT	04 Dec 2024	1	旺角

課程內容及上課日期如有何更改，以 www.welkin.com.hk/cst 內的資料為準。

培訓中心地址

天行系統有限公司

旺角：旺角彌敦道585號富時中心3樓 (油麻地港鐵站A1出口)

查詢

Ms Stella Cheung (3605 3322 / 3605 3377)

Mr German Cheung (3605 3322 / 3605 3377)

Mr Bryan Wong (3605 3322 / 3605 3377)

上課時間

上午 = 9時30分 至 12時30分

下午 = 2時00分 至 5時00分