

# January 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13 9:00 am Access—Beg '07  9:00 am Team Bldg Part 1	14 9:00 am Excel-Beg '07	15 9:00 am Access-Beg '03 9:00 am Word-Beg '07	16
17	18 HOLIDAY  NMS CLOSED	19 9:00 am Temporarily Re- stricted, and Permanently	20 9:00 am Succeeding as Supervisor	21 9:00 am BWAG— eNewsletters	22 9:00 am Outlook 03/07	23
24	25	26	27	28 9:00 am 10 Me Manage- ment Lessons	29 9:00 am PowerPoint (2003 Version)	30
31						

# February 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b>	<b>2</b> 9:00 am Excel—Beg. '07  9:00 am Working in the Zone	<b>3</b> 9:00 am Access—Beg. '03	<b>4</b> 9:00 am Excel-Inter. 03/07  9:00 am Winning Grants Step by Step	<b>5</b> 9:00 am Access—Inter. 03/07  9:00 am Customer Service Skills	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b> 9:00 am Interviewing and Hiring  9:00 am BWAG-Google Analytics	<b>10</b> 9:00 am Nuts & Bolts of Fundraising	<b>11</b> 9:00 am Marketing for Nonprofits in Times of Chaos 5:30 pm Becoming Effective Board Members	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b>  HOLIDAY  NMS CLOSED	<b>16</b> 9:00 am e-Newsletters: Got One?	<b>17</b> 9:00 am Team Bldg—Part 2	<b>18</b> 9:00 am Strategic Planning	<b>19</b> 8:30 am Quickbooks—Beg.  9:00 am Managing Within the Law	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b> 9:00 am Funder's Forum	<b>24</b> 9:00 am Getting Results Using Your Personal Power  5:30 pm NP Certificate Program—#1 of 12	<b>25</b> 9:00 am Cross Generational Communications  9:00 am CiviCRM—Breakfast with a Geek	<b>26</b> 8:30 am Quickbooks—Advanced  9:00 am Excel—Beg.'03	<b>27</b>
<b>28</b>						

# March 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b>	<b>2</b> 9:00 am Access—Beg. '07  9:00 am BWAG: Save & Boost Capacity	<b>3</b> 9:00 am Excel—Advanced (03/07)	<b>4</b> 9:00 am Access—Inter. (03/07)	<b>5</b> 9:00 am Preventing Har- assment in the Workplace	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b> 9:00 am Excel-Inter. (03/07)  9:00 am Communication Skills	<b>10</b> 9:00 am Team Bld. -Part 3  9:30 am Outlook  5:30 pm Cert. in NP Mgmt	<b>11</b>	<b>12</b> 9:00 am PowerPoint	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b> 9:00 am BWAG-Email Deliverability	<b>17</b> 9:00 am Coaching Skills for Mgrs.—Part 1  5:30 pm Cert. in NP Mgmt	<b>18</b> 9:00 am Facebook	<b>19</b> 9:00 am Publisher	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b> 9:00 am Volunteer En- gagement  5:30 pm Building Boards that Work	<b>24</b> 9:00 am Effective Writing Skills  5:30 pm Cert. in NP Mgmt	<b>25</b> 9:00 am Next Generation Workplace Skills	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b> 9:00 am Coaching Skills for Mgrs.—Part 2	<b>31</b>  HOLIDAY  NMS CLOSED			

# April 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 9:00 am Search Engine Optimization	7 9:00 am Excel - Beg.  9:00 am Google Virtualization  5:30 pm Cert. in NP Mgmt	8 9:00 am Access—Beg.  9:00 am Cultural Competency	9 9:00 am Outlook (2007)  9:00 am Employee Development Skills for Supervisors & Trainers	10
11	12	13 9:00 am How to talk to Major Donors	14 9:00 am Team Bldg. - Part 4  5:30 pm Cert. in NP Mgmt	15 9:00 am BWAG-Twitter	16	17
18	19	20 9:00 am Five plus Five  9:00 am The new 990—What the heck!	21 9:00 am Next Generation of Leadership  5:30 pm Cert. in NP Mgmt	22	23 9:00 am Word '03—Inter.	24
25	26	27	28 5:30 pm Cert. in NP Mgmt	29	30	

# May 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						<b>1</b>
<b>2</b>	<b>3</b>	<b>4</b> 9:00 am Access - Beg. '07	<b>5</b> 9:00 am Access Inter. (03/07)  5:30 pm Cert. in NP Mgmt	<b>6</b> 9:00 am Excel - Beg.	<b>7</b> 9:00 am Access—Advanced (03/07) 9:00 am Succeeding as a Supervisor	<b>8</b>
<b>9</b>	<b>10</b>	<b>11</b> 9:00 am What Makes Nonprofit Accounting Different	<b>12</b> 9:00 am Nuts and Bolts of Fundraising  5:30 pm Cert. in NP Mgmt	<b>13</b>	<b>14</b> 9:00 am Word - Beg.	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b> 5:30 pm Cert. in NP Mgmt	<b>20</b>  5:30 pm Becoming Effective Board Member	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> 5:30 pm Cert. in NP Mgmt	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>31</b>  HOLIDAY  NMS CLOSED					

# June 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<b>1</b> 9:00 am Excel - Beg. '07	<b>2</b> 9:00 Access - Beg. '03 5:30 pm Cert. in NP Mgmt	<b>3</b> 9:00 am Excel - Inter. (03/07)	<b>4</b> 9:00 am Access - Inter. (03/07)  9:00 am Preventing Har- assment in the work place	<b>5</b> 9:00 am Winning Grants Step by Step
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> 9:00 am Publisher  8:30 am QuickBooks I	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> 9:00 am Funder's Forum	<b>18</b> 9:00 am PowerPoint  8:30 am QuickBooks II	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>			