

It is all about communicating NOW!!

EduPoint Victoria began business in April 2010 offering computer tutoring to adults. EduPoint Victoria recognised that there was a need to offer individual tutoring at a reasonable price.

This catered for those who needed learning to be constructed at a pace that engendered knowledge retention with the freedom to question.

EduPoint Victoria offered computer tutorials for adults only in PowerPoint 2007, Excel2007, Word 2007 and Outlook.

The portfolio of tutorials has now grown to include **Publisher 2007** and **Publisher 2010** and now also includes tutorials for children. (Working with Children Card)

Clients will be relieved to know that the computers at EduPoint Victoria still cater for both 2007 and 2010 Microsoft Office programs.

As well as broadening the scope of tutorials business has grown with requests for **looped PowerPoint presentations** to help promote products and services at “point of sale” and waiting rooms for small businesses at a budget price.

EduPoint Victoria has also had requests for **spreadsheet design** to help small businesses keep clear and readily understood records of stock movement and “job” communications. These spreadsheets have been individually designed for each particular small business.

This hands on approach enables a small business owner to keep a “feel” of what is happening on a day to day basis in the business without needing to understand a dedicated accounting program.



Best Regards,
Jan Gair,
Computer Tutor

You too can learn to do spreadsheets, publish newsletters, send e mails & make presentations by taking advantage of our

Spring Special Tutorial price \$25 p/h.

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Remember EduPoint Victoria if flexible with tutoring hours so as to fit in with your busy life! Evening timeslots are available.

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