



JKUAT Enterprises Ltd

P.O. Box 62000 Nairobi 00200 Tel : 254 67 52420 Cellphone : 0724256696/0736524200
JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY
Fax : 254 067 52438 email: jkuates@jkuates.jkuat.ac.ke

Microsoft Office Applications Programmes – Advanced packages:

- Computer Essentials
- Data security & ICT legislation
- ONLINE ESSENTIALS & Collaboration
- Word Processing using Ms word
- Database Management Using MS Access
- Spreadsheets using MS excel
- Graphical Presentation Using MS PowerPoint
- Desktop Publishing using MS publisher

Duration: 2Hours daily. For 2 months

PAYMENTS: Kshs. 4,500. (Two Installments.)



REGISTRATION IN PROGRESS!!!

PLEASE DO YOUR REGISTRATION AT:

JKUAT Enterprises limited next School of health sciences

TEL.0724256696/0736524200

Email: Jkuates.training@gmail.com

NB: WE ISSUE RECOGNISED CERTIFICATES.