



Registration Form

- ✓ Fill in your company name and address
- ✓ Provide the number of students
- ✓ Fax back the order form

NMS-Edit Professional *User Training*

Enhance Your Skills!

Innovative Technology now offers **user training** for the NMS-Edit Professional spec-writing system at entry¹ and intermediate² levels. Courses are held at our training facility in Ottawa.

Come prepared to learn how to:

- Use the project menu commands more effectively
- Edit sections with ease and accuracy
- Change the project header size and layout
- Change the page layout and formatting
- Combine masters, previously edited sections and other file types in your project
- Work with larger projects imbedding multiple project files
- Cross-reference and index a project file
- Clean-up, prepare and print your specification for publishing and archival purposes

Courses will be offered on the following dates in 2014/2015 (en anglais ou en français)

2014:	November 6	November 18	December 4	December 16
2015:	January 8	January 20	February 12	February 24
	March 12	March 24	April 9	April 21
	May 14	May 26	June 11	June 23

Space is limited – please register early.

Sessions may be rescheduled or cancelled due to insufficient registration.

1. Entry level courses assume no previous experience with text editors and devote most of the course time on the use of the section editor. Each student is assigned a computer and has a workbook with exercises to work through and take home.
2. Intermediate level courses assume some experience with the NMS-Edit Professional or Plus versions, and concentrate on the project-specific features of the program. This course emphasizes best practices and techniques to improve proficiency.

Select a Course Date

NMS-Edit Professional Training	Date	# Students	Total
NMS-Edit Professional 1-day intermediate course @ \$575/student			
NMS-Edit Professional 1½-day hands-on entry course @ \$975/student			

Name:

Firm:

Address:

City: Prov: Phone:

e-mail: P-Code: Fax:

Subtotal:

HST of 13%
for courses in Ontario

HST:

TOTAL:

Payment Method:

- | | | |
|--|-------------------------------------|--------------------|
| <input type="checkbox"/> Credit Card: | <input type="checkbox"/> Visa | Card Number: |
| | <input type="checkbox"/> MasterCard | Expires: |
| <input type="checkbox"/> Cheque Enclosed | <input type="checkbox"/> AMEX | Signature: |

Prices subject to change without notice.

Les prix peuvent changer sans préavis.



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