

Progent™

Customized Online Training for Desktop Applications



Virtual Training Classes Customized for Individuals or Groups Get Your Employees Up to Speed Fast and Save Money

Progent's online training for Windows and Mac applications and operating systems include Microsoft Office and Office 365 Excel, Word, Access, Outlook, PowerPoint, Project, Publisher, Visio, plus Microsoft Dynamics GP (Great Plains), Photoshop, and Crystal Reports. Progent's online training offers all of the advantages of a traditional classroom environment, including teacher/student interaction, but eliminates travel and the logistical hassle of attempting to accommodate the schedules of multiple workers.

Available to individuals or groups of any size, Progent's virtual training allows the teacher to manage the seminar remotely while the students can be dispersed across a campus or throughout the country. All that is required for each student is a computer, an Internet connection, a phone, and a web browser.

Progent's webinar technology requires minimal setup and supports powerful teaching tools such as broadcast white boards, virtual hand raising, and shared app control. Teachers and students can work through problems one-on-one or as a class, and the trainer can answer follow-up questions via email.

Online training brings your employees up to speed on critical business applications quickly, conveniently, and affordably. Major advantages of virtual training include:

- **Nationwide Access:** Online training makes it fast and easy to pool your personnel from multiple sites and to include mobile workers and telecommuters. You can leverage a single training session to benefit many employees while introducing less disruption to your company's ordinary workflow.
- **Cost Effectiveness:** Virtual classrooms avoid the substantial direct costs of travel for both students and instructors. In addition, the lost productivity of attendees is radically reduced by being limited to the length of the class itself. The elimination of travel time also makes it easier to accommodate more schedules, so you can save money by training a larger number of people with fewer classes.
- **Flexibility:** Progent can tailor virtual classes to meet your specific needs. For example, you may want a large group to attend a generic class such as sharing Excel 2016 workbooks in the cloud, whereas you may also want a smaller group to attend a customized interactive seminar on using Excel with Power BI to give management a better understanding of your business.
- **Convenience:** By removing the need to struggle with travel logistics, Progent's virtual training supports a strategy of selecting short, frequent, task-specific trainings sessions rather than mandating a one-size-fits all marathon class that offers a little information for everyone but not enough for anyone.

Progent's virtual training classes have been refined to deal efficiently with a broad range of popular topics at the beginner, intermediate, and advanced level. If you need a virtual training curriculum for a topic not traditionally presented or if you have developed custom software for which you need a training solution, Progent can create virtual training packages to meet your requirements.

Find Out More About Progent's Virtual Training Classes

For more information, call **800-993-9400** or send email to Progent at **information@progent.com**

C L A S S E S

- Beginner, intermediate, and advanced classes for Microsoft Office and Office 365 apps such as Excel, Word, Access, Outlook, PowerPoint, Project, and Visio
- Other popular classes include Windows 10 and Windows 8, Dynamics GP, Crystal Reports, and Photoshop
- Progent can create custom classes for special topics or for applications you developed

F E A T U R E S

- Virtual format is site independent to cut costs and simplify scheduling logistics
- Virtual hand raising allows students to ask for clarification or more details in mid-session
- Electronic whiteboards allow students to annotate slides
- Screen sharing facilitates in-depth demonstrations

B E N E F I T S

- **Nationwide:** Local employees, telecommuters, and mobile workers can join in on the same virtual training session
- **Affordable:** You save direct travel expenses as well as the indirect costs of productivity lost by scheduling and travel
- **Versatile:** Progent can tailor the length and content of classes as needed or create customized classes for unique line-of-business applications
- **Easy:** All students need is a computer, Internet access, a browser, and the subject app