



EXPRESS GRANT PROGRAM For SMALL BUSINESS

Free to Qualified Agencies
Incumbent Worker Training

GOOGLE WORKSPACE

WINDOWS 10 & SUCCESSORS



Operation ABLE | 98 N Washington St #200, Boston, MA 02114

617-542-4180 | OperationABLE.net

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Google Workspace Applications



Group Rate: \$1,800	Per Person Rate: \$250 (Min. of 4 attendees)
Course Number: 1131668	Course Number: 1132103
Express Course C-3719	Express Course C-3347
This six-hour course can be done over 1, 2, or 3 days	

Prerequisite: You should have basic computer knowledge

Course Objective: Google has made available a wide array of applications. At its core are Google Drive, Docs, Sheets, and Slides. Because they are online, you have access anywhere you have the Internet. The most powerful feature is the ability to share documents with others. This course is designed to give an introduction to each of the 4 major tools. No prerequisite.

Proficiency in key features of the Google Workspace platform:

- Drive
- Gmail
- Docs
- Sheets
- Slide





Operation ABLÉ contacts for the EXPRESS GRANT PROGRAM For SMALL BUSINESS

Steve Zukowski

Marketing Express Grant &
Upskill

szukowski@operationable.net

617-501-2151

Bill Nadler

Senior Training Specialist

wnadler@operationable.net

617-542-4180, Ext 142

Mark Gyurina

Chief Program Officer

mgyurina@operationable.net

617-542-4180, Ext 128

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- *Google Workspace, formally Google Suite, aka G-Suite, branding, and introduction announced 10/2020.*
- *Operation ABLÉ instructs as an Independent QuickBooks Training facility.*



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