

**Daemen College
Office of Information Technology**

**June 15, 2017
9:00 a.m. – 3:15 p.m.
Business Building**

9:00 – 9:30	Breakfast & Registration		B107/109
9:30 – 9:50	Welcome Introduction	Kelly Duran	B107/109

Session I (60 min) (choose from the following):

9:55 – 10:55	Basic Excel	Dave Balcerzak	B202
	Internet Security	Tom Wojciechowski	B103
	Google Calendar	Gordon Luchterhand	B204

Session II (60 min)

Session III (60 min) (choose from the following):

1:00 – 2:00	Dialpad	Thomas Wojciechowski	B202
	Google Drive	John Zaepfel	B204

Session IV (60 min) (choose from the following):

2:15 – 3:15	To Be Determined	These sessions will be duplicates of sessions run earlier in the day. Cast your vote before 12:30PM for the sessions you
	To Be Determined	
	To Be Determined	

*Schedule is subject to change