



**Cheryl McKay, LLC**

## Computer Training

### Computer Training

*Humans are smarter than computers.*

People often forget that fact and as an experienced computer trainer, Cheryl "MACK" McKay of Cheryl McKay, LLC helps them to overcome their anxieties related to using computers and software applications.

Mack has professional experience working for manufacturing, consulting, educational and industrial service companies, traveling and working in the U.S., Canada, Mexico, Puerto Rico and the UK in the following functional areas:

- Computer, Quality & Language Training
- Marketing Communications
- Legal, Business & Technical Language Translation
- Business Development
- Mechanical Engineering
- Business Development

Active in community service, Mack has been a volunteer for several local/community, and national and international non-profit organizations. She continues to volunteer as a Spanish, Math and Science tutor and teacher, program planner and coordinator, graphic designer, professional and academic mentor and translator.

**For more information, please contact:**

**[Training@cherylmckay.com](mailto:Training@cherylmckay.com)**

### Software

*Group and individual training and graphic design services are available for the following desktop software applications:*

#### **Microsoft Office**

- Navigating Windows (XP, Vista, 7)
- Excel
- Access
- PowerPoint
- Word
- Publisher
- Outlook
- Visio
- Project

#### **Technical/Engineering**

- AutoCAD (2006, 2008, 2009, 2010) –*in English and Spanish*
- SolidWorks (2009/2010)
- Pro/Engineer Wildfire, MECHANICA
- Matlab, SPSS, Abaqus

*Software for Graphic Design and Layout:*

#### **Quark**

- Xpress

#### **Adobe**

- InDesign
- Illustrator
- Photoshop
- Dreamweaver, Go Live
- Flash
- Acrobat

**Cheryl McKay, LLC**  
**P.O. Box 20412**  
**Canton, Ohio 44701**  
**Phone: 330-806-6913**  
**[www.CherylMcKay.com](http://www.CherylMcKay.com)**