



Presented By

G. William James

“Master of the PDA”

G. William James, your tour guide and author of “The Google Universe”, is internationally recognized as one of the leading training professionals for handheld computing and mobile technology for retail, medicine, sales, business and real estate. His Google Universe Workshop has been acclaimed as the most effective mobile technology class in the US today.

The Google® Universe Boot Camp

A full-day, get-it-done workshop in two parts
ALL NEW, REVISED AND UPDATED
GOOGLE FEATURES FOR 2016

Your Gmail from Google is the most powerful mobile office tool you can use. Here's Your Opportunity To Learn How To Master Your Complete Mobile Office – And All the Google For Work Apps In One Day!

Bring your Laptop, Tablet and Smartphone - Have A Complete Mobile Office By The End Of The Day

This full day workshop is for **all skill levels**. Each attendee will gain a comprehensive knowledge and practice with the most productive Google apps, synchronized mobile devices and a complete mobile office solution.

Live, In Classroom
Individualized Instruction

6 Hours of CE

in many states

Your 2016 Class Date
9:00 am-4:00 pm

**Ask Your
Association
or Organization**

Address
City, State, phone

includes course guide

Limited Seating
Pre – Registration is
strongly recommended

Discover The New Google For Work Apps
All Updated and Redesigned Features For
Increased Productivity and Sales Excellence

- **Gmail** Many new powerful organization features, the ultimate office!
- **Sync** your **Outlook** and other contacts with all your devices
- **NEW Hangouts** All-In-One System for Phone • IM • SMS • Video
- **Google Calendar** New look, productivity and collaboration tools
- **Google Drive** A new way to manage, create and share documents
- **Picasa Web** Organizing and sharing photos a whole new way!
- **YouTube** Upload, edit, share and broadcast from your own channel
- **Google+** Network globally and expand opportunities, create demand

**Plus, Advanced Dropbox, Evernote
Instagram for Business and more!**

