

# TRAINING

*Helping employees be productive*

## Mind Over Machines is ready to help!

With over 30 years in the computer industry, we have the knowledge and experience. From mainframes to personal computers, from systems to applications programs, and from beginner to experienced users; we can train your staff.

General PC knowledge, word processing, spreadsheets, and graphics applications can be taught to individuals, small groups, or whole companies.

We will customize a curriculum to meet your needs. Whether it is a single 45 minute lecture on a specific topic, or a six week course in all aspects of computers, we can handle your requirements.



## Every dollar spent on training is well spent.

Why hire more people to produce your work when you can make existing employees more productive. Invest in the education of your employees and your return will be increased productivity, higher motivation, and happier staff members. The average employee wants to do a good job. Help them to help you! Training is the key.

Increased sense of accomplishment can be as big a motivating factor as increased salary. People that feel better about the work they are doing will work better. Less frustration will result in less complaining, less sick time, and less staff turnover. Make the move right away!



## The right "little voice" can make your day!

Did you ever feel like you spend most of your day trying to get what should be the simplest things done. Things are not always as easy as they would appear. Sometimes training can give you just a little nudge in the right direction. Experts agree that the little details can make something click into place. Once you make the connection between what you are trying to accomplish and the tools you are using, everything becomes easier. Let us help you establish that all-important connection. Understanding your tools better will make your job easier. We believe that little steps are the easiest to take. Let us help you take your first steps today!

## Contact us at:

### Mind Over Machines Inc.

*Helping technology seem a little less frightening*

1217 Martin Drive  
Wantagh, NY 11793

**Phone:** 516-221-2389

**Fax:** 516-826-3465

**Email:** [info@fishnose.com](mailto:info@fishnose.com)

**Web:** [www.fishnose.com](http://www.fishnose.com)

