

3-hour course can be customized to include your actual business information.

The map below illustrates a company's various facilities and operating divisions around the United States. Once the location information was organized in a spreadsheet, the map was easily created in just seconds.



Course includes spreadsheet shortcuts and tips for organizing map data

## MICROSOFT MAPPOINT™ INTRODUCTORY TRAINING

Microsoft MapPoint is an excellent tool for making simple maps to design sales territories, map geographic information and analyze trends. The software is easy to use and works very well with database and spreadsheet-based information.

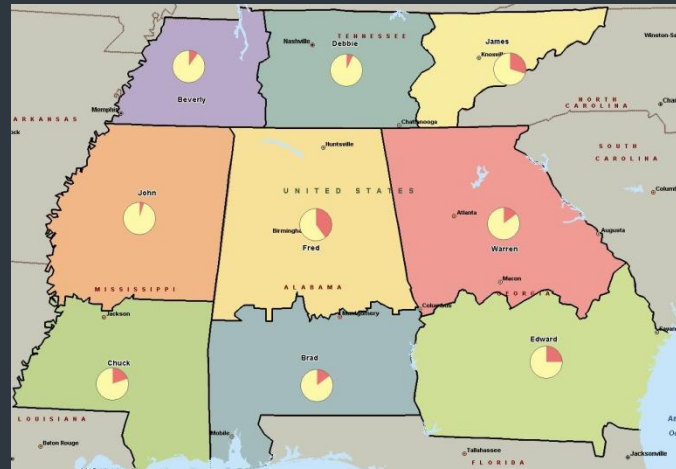
Our MapPoint training program is a 3-hour introductory course that provides new users with the core knowledge and skills to become very effective MapPoint users. The course also focuses on formatting and managing map data in spreadsheets to expedite the mapping process.

Most training projects will cover all areas of MapPoint including creating territories, importing data, creating legends and a wide variety of tips, tricks and shortcuts.

## create sales territories by almost any geography

### TERRITORY ANALYSIS

MapPoint makes it easy to create sales territories by almost any geographic definition including state, county, 5-digit zip code and 3-digit zip code. Once created, company sales information can be mapped and displayed within each predefined territory.



This easy-to-create map displays regional market share by individual sales territory. Each territory could also be shaded to further represent additional information. Once the sales information is organized in a spreadsheet, this map takes only seconds to create.