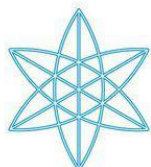*Join the*

TECHNOLOGY REVOLUTION

WHEN:
Mondays,
Tuesdays
& Wednesdays
October 2012

WHERE:
Kennedy King College
Family Net Center
6301 South Halsted Street
Building V, Room 106

Family Net Center: Where Technology makes CHANGE!

CONTACT:
Clarence Hogan
Phone: (773) 487-3731
Email: hoganc@metrofamily.org
Website: www.englewoodportal.org
Facebook: Family Net Center (Englewood)

Basic Bundle | 2:00 pm – 4:00 pm
October 8 | Computer Basics – becoming familiar with parts of the computer and the operating system
October 9 | Internet Basics – navigating the Internet and the windows elements
October 10 | Email Basics – sending, receiving, replying, forwarding and managing email
This bundle is intended for beginners.

Microsoft Office Bundle | 11:00 am – 1:00 pm
October 15 | Microsoft Word – using word-processing to create letters and forms
October 16 | Microsoft Excel – using spreadsheets to perform mathematical calculations
October 17 | Microsoft Power Point – using multimedia software to create presentations and slideshows
This bundle is intended for intermediate users who have completed the Basic Bundle.

I Have A NetBook! Now What? | 3:00 pm – 5:00 pm
October 22 | Google – an introduction to Google and its features
October 23 | Google Home & Office – using Google Drive & Calendar
October 24 | Google Social – using Blogger and Google+
This bundle is intended for Net Book recipients. Participants must register online.

Googlicious! | 4:00 pm – 6:00 pm
October 29 | Google – an introduction to Google and its features
October 30 | Google Home & Office – using Google Drive & Calendar
October 31 | Google Social – using Blogger and Google+
This bundle is intended for advanced users. Participants must register online.

Register Online at www.englewoodportal.com

All Computer Training is FREE to Englewood, Woodlawn and Washington Park residents as well as Kennedy King College students.

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