

Daytona Beach Computer Learning Center

08/25/17

FALL 2017

Getting Started 1 (GS1)			\$10
One day, 3 hour class covering mouse and keyboard skills, basic computer terminology and practice with fun programs			
GS1-226	8/22	Tues PM	COMPLETE
GS1-227	9/5	Tues PM	OPEN
GS1-228	10/9	Mon AM	OPEN
GS1-229	11/13	Mon AM	OPEN
Basic PC Review (BCR)			\$10
One 3 hour class. This is an optional transition class between GS1 and GS2. We will briefly review the material that was covered in GS1, then additional material will be presented to prepare you for GS2. This may include: the Desktop, Select, Files and Folders and more as time permits.			
BCR-60	8/23	Wed PM	COMPLETE
BCR-61	9/6	Wed PM	OPEN
BCR-62	10/12	Thurs PM	OPEN
BCR-63	11/14	Tues AM	OPEN
Getting Started 2 - Windows10 (GS2W10)			\$40
This course or demonstrated knowledge of the course material is required to enroll in advanced courses.			
This course consists of 5 weekly 3-hour classes using the Windows 10 operating system on the classroom PCs. Includes PC fundamentals, desktop, Word Pad, Paint, folders and files, writing, copy, cut and paste. Also saving and printing your work and an introduction to using the internet and email.			
GS2W10-13	9/20 - 10/18	Wed AM	OPEN
GS2W10-14	10/17 - 11/14	Tues PM	OPEN
GS2W10-15	11/21 - 12/19	Tues AM	OPEN

GS1 and GS2W10 or equivalents are prerequisites for class listed below			
Excel 2007 Spreadsheets (SPR)			\$20
Uses MS Excel 2007 spreadsheet Software.			
Three 3-hour weekly sessions on when to use a spreadsheet, the use of formulas, editing, printing and making graphs.			
SPR-25	12/5 - 12/19	Tues PM	OPEN

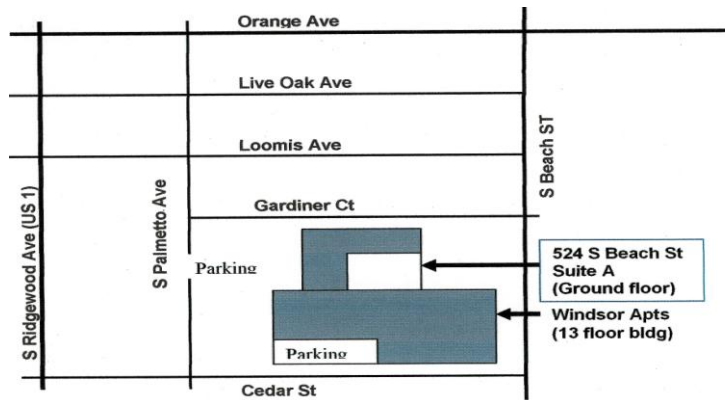
iPhone Beginner - (iPH1)			\$20
Two 3-hour weekly classes covering iPhone controls, basic set up, phone calls and texting.			
You must have an iPhone to take this course.			
iPH1-3	9/21 - 9/28	Thurs PM	OPEN
iPH1-4	11/13 - 11/20	Mon PM	OPEN
iPhone - Intermediate - (iPH2)			\$40
Four 3-hour weekly classes covering using your phone for email, facetime, surfing the internet, using built-in apps such as calendar, down loading new apps, camera, and editing photos.			
You must have an iPhone to take this course.			
iPH2-3	10/19 - 11/9	Thurs PM	OPEN
iPH2-4	11/30 - 12/21	Thurs PM	OPEN

PM = Afternoon 1:30 - 4:30

AM = Morning 9:30 - 12:30

CLASSES FILL UP QUICKLY, PLEASE CALL REGISTRATION 386 788-2118 TO CHECK AVAILABILITY

Daytona Beach Computer Learning Center
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