

Bowie Senior Center
Computer Class Offerings
Course Offerings for AUG 4-SEP 26, 2008

Initial Sign-up is on July 15th @ 11 A.M.

Later Sign-Up at Front Desk

<i>Course</i>	<i>Day/Time</i>	<i>Dates</i>	<i>Instructor</i>	<i>Fee</i>
Beginners I Basic course for students with little or no prior computer experience	Mondays 12:00-2:00 pm	8 Sessions Aug 4, 11, 18, 25 Sep 8, 15, 22 8th Class TBD	Dale Grant Norm Bohrer	\$25.00 Res \$30.00 Non-res Plus \$5 lab fee
Beginners I Basic course for students with little or no prior computer experience	Tuesdays 12:00-2:00 pm	8 Sessions Aug 5, 12, 19, 26 Sep 2, 9, 16, 23	Bob Clark	\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee
Beginners II Follow-on course to Beginners I. Intro to Windows XP, Computer Hardware and Software, and applications, including a newsletter, and the free Open Office equivalents to MS Word and the Excel spreadsheet. <i>Prerequisite *</i>	Tuesday/Thurs 10:00-11:30 am	8 Sessions Aug 5, 7, 12, 14, 19, 21, 26, 28	John Jones	\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee
Word Processing: Using MS Word & OpenOffice Writer Introduction to the basics of Word Processing software using MS Word and the Writer program from the free Open Office Suite. An Open Office CD will be provided. <i>Prerequisite *</i>	Tuesday/Thurs 10:00-11:30 am	8 Sessions Sep 2, 4, 9, 11, 16, 18, 23, 25	John Jones	\$25.00 Res \$30.00 Non-res Plus \$5 Lab fee
OpenOffice Focus on word processing, spreadsheet and presentation functions of the free OpenOffice Suite (which duplicates much of Microsoft Office Suite). OR Presentation Software Microsoft PowerPoint and Open Office Impress <i>A CD with the free OpenOffice Suite will be provided.</i> <i>Prerequisite *</i>	Wednesday 2:30 – 4:00 pm	8 Sessions Aug 6, 13, 20, 27 Sep 3, 10, 17, 24	Eric Hein	\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee

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E-mail & The Internet Learn to use these exciting resources to research your hobbies, exchange pictures with relatives and more. <i>Prerequisite *</i>	Thursday 12:30 - 2:00 pm	8 Sessions Aug 7, 14, 21, 28 Sep 4, 11, 18, 25	John Jones Dick Boell	\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee
Introduction to Computers (PRE-Beginners I) FREE CLASS. For those with little or no knowledge of computers. Familiarization with mouse, keyboard and basic use of the computer.	Friday 12:00 – 2:00 pm	8 Sessions Aug 8, 15, 22, 29 Sep 5, 12, 19, 26	Dale Grant	No fee. <u>Registration Required.</u>
Senior Computer Club Discussions pertaining to computer hardware & software. Users helping users, bring your questions.	1st & 3rd Thursdays 2:15 – 4:00 pm	Jul 17 Aug 7, 14 Sep 4, 18	Dale Grant President	No Fee. Open to all levels. Walk-in.

All Students must have access to a home computer for their own use outside the Senior Center.

*** Prerequisite: Must have basic computer skills (completion of Beginners I or instructor permission).**