



FREE Class!!

2015 – 2016 Computer Class Schedule

and

Class Description



All classes are free and sponsored by... Columbia Power & Water Systems

Class Title	Days	Start Date	End Date	Time	No Class	Weeks
Computer Basics for Beginners	Tuesday & Thursday	10/13/2015	11/10/2015	5:30 pm to 8:00 pm	10-22-15 Or 10-29-15	5
Computer Basics for Beginners	Tuesday & Thursday	11/12/2015	12/8/2015	5:30 pm to 8:00 pm	11-26-15	5

*** All classes are held at the TN Career Center in Columbia. ***

Computer Basics for Beginners- Class is for the person with little to no knowledge of computers. There are no prerequisites.

Designed to introduce computers to the beginning user. Learn the parts and functions of a computer; how to use basic applications; how to access the internet; and how to use email.

Email Basics and Internet-Person must have Computer Basics for Beginners course or equivalent skills prior to taking this course.

Designed to expand your knowledge of the web and how to communicate with others on the Internet. Learn about Internet Security and Personal Privacy.

1. For the sake of others wanting to take free computer training, please notify us if you are unable to attend so your slot is made available to someone else. We appreciate your cooperation in making our computer training available to as many individuals as possible.
2. The course may be cancelled if there is not sufficient enrollment to make a class.
3. You must commit to attending all sessions of the course.

Contact Information:

Tennessee Career Center

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