BEGINNERS AND INTERMEDIATE COMPUTER TRAINING

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**BEGINNING AND INTERMEDIATE COMPUTER TRAINING CLASS
DOWNTOWN OAKLAND SENIOR CENTER**

August 20 through October 12th 2018

Days: MON - WED - FRI   Times: 9:30 am to 11:30 am
Senior Center is closed on Labor Day, Monday, Sept. 3

This class is designed to teach students starting from the beginning stages of learning how to use the New Windows 10 operating system and using programs such as Microsoft's Word, Excel, PowerPoint, as well as E-mail and the Internet. Learn to be excited about using and exploring all of the features of your personal computer. Learn in the presences of students like yourself who are learning and practicing every day. The pace is designed to get every student engaged and comfortable with the learning process.

The Oakland Unified School District is unable to fund the Adult Education Program previously conducted at the Senior Centers.   Therefore, a fee is being assessed to each student to support the Teacher sponsored courses.   **The fee for this session is $30.00.** This fee will be collected on the first day of class. Students must pay in order to participate in the class's activity. *** **No Refunds**

Bring a Flash/Jump Drive (USB Drives of 4 gigabyte or more). The class is equipped with computers using Windows 10.   We will make accommodations for a limited number of laptops (4 is the max), with Windows 10*.*

To guarantee your spot on the roster, you are encouraged to sign up on the Basic and Intermediate class roster located at the reception desk. The class size is limited to 20 people. Sign up is available NOW. *(Note: The Center will close for the Labor Day holiday on Monday, Sept.3)*

DON'T MISS OUT!   ✎ SIGN-UP AT THE RECEPTION DESK.