

Bowie Senior Center
Computer Class Offerings
Course Offerings for May 11-July 3

Initial Sign-up is on April 28th @ 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>
<p>Beginners I</p> <p>Basic course for students with little prior computer experience</p>	<p>Mondays 12:00-2:00 pm</p>	<p>8 Sessions May 11, 18, 27** Jun 1, 8, 15, 22, 29 **Wed. Due to Mon. Holiday</p>	<p>Dale Grant Norm Bohrer</p>	<p>\$25.00 Res \$30.00 Non-res Plus \$5 lab fee</p>
<p>Beginners I</p> <p>Basic course for students with little prior computer experience</p>	<p>Tuesdays 12:00-2:00 pm</p>	<p>8 Sessions May 12, 19, 26 Jun 2, 9, 16, 23, 30</p>	<p>Bob Clark</p>	<p>\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee</p>
<p>Beginners II</p> <p>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 Excel spreadsheet, and MS Word .</p> <p><i>Prerequisite *</i></p>	<p>Tuesday/Thurs 10:00-11:30 am</p>	<p>8 Sessions May 12, 14, 19, 21, 26, 28 Jun 2, 4</p>	<p>John Jones</p>	<p>\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee</p>
<p>Word Processing: Using MS Word & OpenOffice Writer</p> <p>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.</p> <p><i>Prerequisite *</i></p>	<p>Tuesday/Thurs 10:00-11:30 am</p>	<p>8 Sessions Jun 9, 11, 16, 18, 23, 25, 30 Jul 2</p>	<p>John Jones</p>	<p>\$25.00 Res \$30.00 Non-res Plus \$5 Lab fee</p>
<p>OpenOffice</p> <p>Focus on word processing, spreadsheet and presentation functions of the free OpenOffice Suite (which duplicates much of Microsoft Office Suite).</p> <p>OR</p> <p>Presentation Software</p> <p>Microsoft PowerPoint and Open Office Impress</p> <p><i>A CD with the free OpenOffice Suite will be provided.</i></p> <p><i>Prerequisite *</i></p>	<p>Wednesday 2:30 – 4:00 pm</p>	<p>8 Sessions May 13, 20, 27 Jun 3, 10, 17, 24 Jul 1</p>	<p>Eric Hein</p>	<p>\$25.00 Res. \$30.00 Non-res Plus \$5 lab fee</p>

<i>Course</i>	<i>Day/Time</i>	<i>Dates</i>	<i>Instructor</i>	<i>Fee</i>
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 May 15, 22, 29 Jun 5, 12, 19, 26 Jul 3	Dale Grant	No fee. <u>Registration Required.</u>
Senior Computer Club Presentations and discussions pertaining to computer hardware & software. Users helping users, bring your questions.	1st & 3rd Thursdays 12:30-2:15 pm	May 7, 21 Jun 4, 18 Jul 2, 16 Aug 6, 20 Sep 3, 17	Carl Bulger 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).**