

# ESL Computer Class

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**Time:** Wednesday mornings 9:00 am – 11:30 am  
**Dates:** June 13, 20, 27 and July 11, 18, and 25 2006  
**Location:** The Learning Center, 37 Hall Avenue

## Course Outline

### Our Goal:

Learn basic computer skills. Ensure that all participants have a positive learning experience in a comfortable environment.

### Our Keys to Success:

1. Please feel encouraged to ask any and all questions.
2. We will learn at our own pace – and keep things simple.
3. Everyone is a beginner. No previous computer experience is required.
4. We have a small class size for a reason – so that all participants can receive hands-on assistance.
5. The class has been especially designed for YOU – your feedback is always welcome.

### Skill Objectives:

1. Understand basic computer terms
2. Use Mouse, Keyboard and Printer
3. Basic Windows Skills: “Click and Drag,” open / close programs, use Scroll bars.
4. Turn on an shut down computer properly
5. Create and print documents
6. Use English For All – [www.myefa.org](http://www.myefa.org)

### Other Offerings:

Keyboard Writer Appliance for take home loan – helps students learn how to type  
Introduction to internet and e-mail are possible if time allows

**PLEASE SEE YOUR TEACHER FOR A SIGN UP SHEET**

**CHILD CARE IS AVAILABLE FOR 9 CHILDREN ONLY – PLEASE SIGN UP EARLY!**

