

COURSES AVAILABLE 2009

COURSE	DURATION & FEE
Computer Awareness (Getting Started with PC's & MS Windows XP)	10 sessions No Charge <i>(beginners only)</i>
<ol style="list-style-type: none"> 1. MS Word (Getting Started) 2. MS Word (Popular Functions) 3. MS Word (Intermediate) 4. MS Word (Advanced) 	10 sessions each \$50.00
RWP (Revision of Word Processing)	2 sessions \$10.00
<ol style="list-style-type: none"> 1. Microsoft Excel (Getting Started) 2. Microsoft Excel (Popular Functions) 3. Microsoft Excel (Intermediate) 4. Microsoft Excel (Advanced) 	10 sessions each \$50.00
Spreadsheet (Works)	10 sessions \$50.00
<ol style="list-style-type: none"> 1. Microsoft Power Point (Getting Started) 2. Microsoft Power Point (Intermediate) 3. Microsoft Power Point (Advanced) 	10 sessions each \$50.00
Database (Works)	10 sessions \$50.00
<ol style="list-style-type: none"> 1. Desktop Publishing (Getting Started) 2. Desktop Publishing (Intermediate) 3. Desktop Publishing (Advanced) 	10 sessions each \$50.00
File & Disk Management	5 sessions \$25.00
Drawing & Publishing in Word	10 sessions \$50.00
INTERNET	10 sessions \$50.00
E-MAIL	10 sessions \$50.00
GENEALOGY	10 sessions \$30.00
DIGITAL IMAGING	10 sessions \$50.00
<ul style="list-style-type: none"> ■ Introduction to Computers with Vista 	4 sessions no charge <i>(beginners only)</i>
<ul style="list-style-type: none"> ■ Basic Word Processing (Word 2007 & Vista) 	10 sessions \$50.00
<ul style="list-style-type: none"> ■ Intermediate Word Processing (Word 2007 & Vista) 	10 sessions \$50.00
<ul style="list-style-type: none"> ■ Managing Files & Folders with Vista 	5 sessions \$25.00
<ul style="list-style-type: none"> ■ Sending E-Mail with Windows Vista 	5 sessions \$25.00
<ul style="list-style-type: none"> ■ Surfing the World-Wide Web with Internet Explorer IE7 	5 sessions \$25.00
Repeat course fee - \$30	
<p>Membership to SeniorNet South is \$30.00 per annum and only paid up members are able to take the courses. Renewal of membership is \$20. Please pay by either cheque or cash as we do not have Eftpos. As we only carry a small float please try to have the correct amount when you pay.</p>	