



Over 40 and want to learn new computer skills? Join us in our updated lab!

REALLY BASIC COMPUTER SKILLS—Hardware, software, Windows 7, and use of mouse and keyboard. Tuesdays, Mar. 20-Apr. 17, 1:00-3:00, or Tuesdays, Apr. 24-May 22, 1:00-3:00. \$40*.

INTRODUCTION TO COMPUTER APPLICATIONS—Word processing, basic file management, spreadsheets, Internet and e-mail. Mouse skills required. Wednesdays, Mar. 21-May 9, 1:00-3:00. \$60*.

WORD PROCESSING 101—Covers the basics of word processing in Word 2007. Computer fundamentals and mouse skills required. Mondays, Mar. 19-Apr. 9, 1:00-3:00. \$40*.

WORD PROCESSING 102—Learn more advanced techniques in Word 2007. Computer fundamentals and mouse skills required. Mondays, Apr. 16-May 7, 1:00-3:00. \$40*.

Sign up for both and save! Pay only \$20 for Word 102 if you sign up for Word 101 and 102 in the spring semester!

INTERNET AND E-MAIL—Capabilities, how to get the most out of e-mail, how to search, and how to avoid viruses, spam, and spyware. Computer fundamentals and mouse skills required. Wednesdays, Mar. 21-Apr. 18, 9:30-11:30. \$50*.

FLYERS, BROCHURES AND NEWSLETTERS—Create flyers or brochures, lay out text, format, and add pictures, borders and shading using Word 2007. Mouse and basic Word skills required. Wednesdays, Apr. 25-May 9, 9:30-11:30. \$30*.

BASIC DIGITAL PHOTOGRAPHY—Edit, store, print and e-mail your own photos. Learn Picasa, a free program available to anyone with an Internet connection. Mouse and some word processing skills required. Mondays, Mar. 19-Apr. 9, 9:30-11:30. \$40*.

BUYING AND SELLING ON EBAY—Set up an account, describe items, bid, collect money, and more. Mondays, Apr. 16-May 7, 9:30-11:30. \$40*.

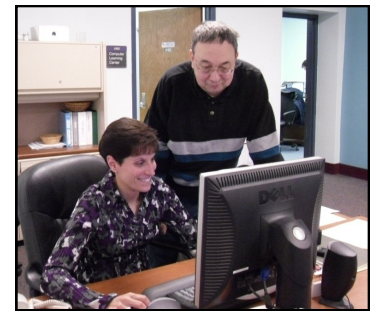
***Financial aid available—call for information. Preregistration or registration at first class required.**

Connecting people to opportunities for lifelong learning, intergenerational relationships, and successful aging.
12200 Fairhill Road · Cleveland, OH 44120 · (216) 421-1350 · FAX (216) 421-8874 · www.fairhillpartners.org

NO CHARGE CLASSES

INTRODUCTORY CLASS—Computer and mouse skills for beginners! Be brave, take this friendly one day workshop!
Monday, Mar. 12, 10:00-12:00
Monday, Mar. 12, 1:00-3:00
Registration required—limited to 12 students.

GENEALOGY WORKSHOP—Bring your family history research questions and problems. Get help with your research, information on newest online resources, and information handouts. Thursdays, Apr. 19, May 21, 1:00-3:00.



Here's what our participants are saying:

"If you've never seen a keyboard, this is the place to be." - Geraldine, Internet and E-mail graduate.

"The use of coaches on the floor, mixing with students, to support the instructor's effort is a big plus. There's always someone who gets in trouble, and the coaches help keep it moving. Plus, the quality of instructors is superb." - Joe, Word Processing graduate.

"At the end of the eBay course, we posted our own items for sale and I actually sold something. That was definitely fun." - Jerry, Buying and Selling on eBay graduate.