

Computer Classes

FREE

Summer Classes

Basic Computing Wed. June 4, 6:30 pm
Sat. July, 12 10:30 am
Wed. July, 30 6:30 pm

This class is for those who are new to computers or have questions related to using the web, email and the best way to perform an online task. Other areas that will be covered are saving your work and how to cut and paste. The instructor will also answer specific questions.

Microsoft Word Wed. June 11, 6:30 pm
Wed. July, 16 6:30 pm

This class will present an overview of Microsoft Word and its key features. Whether you're new to word processing or are confused by the changes between versions this class will help. The instructor will also answer specific questions and suggest ways to approach various tasks.

Microsoft PowerPoint Wed. June 25, 6:30 pm

This class will cover many aspects of Microsoft PowerPoint. The creation of basic slides, transitions between slides and adding various animated features to your presentation are just some of the topics addressed in this class.

Microsoft Excel Wed. June 18, 6:30 pm

This class will present an overview of Microsoft Excel and its key features. Whether you're new to spreadsheets or are confused by the changes between versions this class will help. The instructor will also answer specific questions and suggest ways to approach various tasks. More so than other programs it is helpful to have a project or task in mind.

No Registration Required



Windows 8 Sat. June 7, 10:30 am
Wed. July 23, 6:30 pm

Windows 8 represents a fundamental shift in the way Windows works and is far more touchscreen orientated for us on tablets as well as the traditional PCs. Whatever kind of PC you have, this class will show you fast and fluid ways to switch between apps, move things around, and go smoothly from one place to another.

Tablets (Kindle, iPad) Wed. July 9, 6:30 pm

If you have an iPad or Kindle, or are interested in how they work this introductory class will teach the basics of operating a tablet. Using the web, downloading books and other media are among the topics included.

Classes are conducted by ASU's DISC Organization

