

Silver Scholars Computer Classes

For Boomers & Beyond

Simple, Effective Computer Training

We turn frustration into fun!

www.silverscholars.com

(412) 283-0105

Jefferson Hills Public Library

Is Offering

Silver Scholars Computer Classes For Boomers & Beyond

Silver Scholars teaches computer classes specifically designed for individuals over the age of 50, but all are invited. The classes are fun, interactive, begin with the basics, and will help you become a computer wiz! All classes will be held at the Jefferson Hills Community Room at the Library. To enhance learning, all classes are limited to 10 students, so register early. Contact Silver Scholars at 412-283-0105 to register. A class consists of two, two hour sessions and a large print book is included.

Basic Computers 1 & 2 ~ \$45.00

Mondays, January 9 & 16 ~ 9:30 to 11:30 AM

No previous computer knowledge is required.

Basic computers will provide hands on experience. The first class will explain how to turn a computer on and off, the basic functions of the mouse & keyboard, how to use windows, search menus and more. The second class will provide time for review and progress to understanding scroll bars, using drop down menus and other ways to interact with your computer.

The Internet 1 & 2 ~ \$45.00

Mondays, January 23 & 30 ~ 9:30 to 11:30 AM

Prerequisite: *Basic Computers Parts 1&2 or equivalent knowledge.*

Searching the Internet will provide hands on experience. The first class will explain the basics of search engines and browsers. You will learn how to connect to the Internet and how to navigate your way around the World Wide Web. The second class will provide time for review and practice. You will also learn how to find web sites more quickly. The second class will discuss browsers in more detail, show you how to download programs, search more effectively, and avoid viruses.

E-mail 1 & 2 - \$45.00

Mondays, February 6 & 13 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computers and Searching the Internet

This class will provide hands on experience while you learn the basics of e-mail. Find out how e-mail works and learn to read, write, send, forward, and reply to messages. The second class will provide time for review; explore setting up your address book, sending to multiple recipients, sending attachments, and more.

File Management 1 & 2 - \$45.00

Mondays, February 20 & 27 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computers Part 1 & 2 or equivalent knowledge.

If you enjoyed basic computers parts 1 & 2 you'll love this class! This class offers hands on experience practicing the fundamentals while taking your knowledge to the next level. You will learn how to easily save information and find it on your computer. We will also learn how to install new programs and customize your computer to fit your specific needs. After this class, working with your computer will never be easier or more fun!

Basic Digital Cameras 1 & 2 - \$45.00

Mondays, March 5 & 12 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computers Parts 1&2 or equivalent knowledge.

Get ready to say Cheese! This class is divided into two, two-hour sessions to provide you with plenty of time to practice using digital cameras. Don't worry if you do not have a digital camera. This basic digital camera class will teach you what you need to know before you buy a camera as well as how to use it after you purchase one. You will learn how to take pictures, transfer pictures to your computer, edit your photographs, and send photos to your friends and relatives and more! (*Digital cameras provided in class*)

Buying and Selling on eBay- \$45.00

Mondays, March 19 & 26 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computer and Internet knowledge

This course will provide hands on experience with registration, searching, bidding, and show you how to get the most bang for your buck. The second half of this course will discuss the basics of setting up your own auctions, making sound purchases, avoiding fraud, and will illustrate the importance of choosing the right payment methods. Students will learn to navigate eBay to comfortably shop and sell. This is the only eBay class in which students will learn hands-on, by actually listing and bidding on items.

Basic Word Processing Using Microsoft Word 1 & 2 - \$45.00

Mondays, April 16 & 23 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computers or equivalent knowledge.

Basic Word Processing Using Microsoft Word 3 & 4 - \$45.00

Mondays, April 30 & May 7 ~ 9:30 to 11:30 AM

Prerequisite: Microsoft Word Parts 1 & 2 or equivalent knowledge.

Microsoft Excel (Making Financials Easier) 1 & 2 - \$45.00

Mondays, May 14 & 21 ~ 9:30 to 11:30 AM

Prerequisite: Basic Computers Parts 1 & 2 or equivalent knowledge.