

Distance Learning Study at Home

Computer Applications for the Workplace

Enrolling Now!

This course is designed for individuals with little or no computer experience. Students must have access to a computer with Internet access and Microsoft Office 2003 or 2007 software. Internet and email experience helpful.

The convenient open-entry open-exit enrollment allows students to enroll at any time. Choose one or more of the following applications:

- **Introduction to the Computer**
- **Microsoft Word**
- **Microsoft Excel**
- **Microsoft PowerPoint**

This course satisfies the EGACE Adult Education Computer Technology credit for graduation.

Course fee and materials deposit: \$105



Visit our Website at:
www.egusd.net/adulted

**For more information and to
make an appointment call:**

916-525-4744 Ext. 7825

or email

sreece.egace@yahoo.com