

EVENING AND WEEKEND COMPUTER CLASSES

FALL 2010

For additional information and to register, call 972-761-6790. Day classes available!

EVENING CLASSES					
ITSC 1171.8701	BASIC COMPUTER SKILLS (1 weekly lab hour required)	MW	7:05 – 8:25 p.m.	8/24 – 10/13	B027
POFI 1104.8701	PRESENTATION SKILLS (POWERPOINT 2007)	TR	7:05 – 8:25 p.m.	8/24 – 9/30	B005
POFI 1104.8702	SPREADSHEET SKILLS (EXCEL 2007)	MW	7:05 – 8:25 p.m.	8/23 – 9/29	B029
POFI 1104.8703	WORD PROCESSING SKILLS (WORD 2007)	TR	7:05 – 8:25 p.m.	8/24 – 9/30	B001
POFT 1127.8702	INTRO TO KEYBOARDING	TR	5:40 – 7:00 p.m.	10/19 – 12/7	B027
WEEKEND CLASSES					
SEPTEMBER					
POFI 1104.8211	DIGITAL IMAGING AND SCANNING	SAT	9:00 – 12:55	9/11 – 10/2	B001
POFI 1104.8212	DIGITAL PHOTO BOOKS— LEVEL I	SAT	1:00 – 5:00	9/11 – 10/2	B001
POFI 1104.8251	WORD 2007—LEVEL I	SAT	9:00 – 12:55	9/11 – 10/2	B005
POFI 1104.8202	ABC NOVICE—LEVEL I (For computer beginners)	SAT	9:00 – 12:55	9/11 – 10/2	B027
POFI 1104.8245	WINDOWS 7.0—LEVEL I	SUN	1:00 – 5:00	9/12 – 10/3	B001
OCTOBER					
POFI 1104.8228	PHOTOSHOP ELEMENTS 8.0— COLLAGE I	SAT	9:00 – 12:55	10/9 – 10/30	B001
POFI 1104.8253	WORD 2007—LEVEL II	SAT	9:00 – 12:55	10/9 – 10/30	B005
POFI 1104.8205	ABC NOVICE—LEVEL II	SAT	9:00 – 12:55	10/9 – 10/30	B027
POFI 1104.8213	DIGITAL PHOTO BOOKS—LEVEL II	SAT	1:00 – 5:00	10/9 – 10/30	B001
POFI 1104.8248	WINDOWS 7.0—LEVEL II	SUN	1:00 – 5:00	10/10 – 10/31	B001
NOVEMBER					
POFI 1104.8230	PHOTOSHOP ELEMENTS 8.0— COLLAGE II	SAT	9:00 – 12:55	11/6 – 12/4	B001
POFI 1104.8255	WORD 2007—LEVEL III (No class on 11/27)	SAT	9:00 – 12:55	11/6 – 12/4	B005
POFI 1104.8227	INTERNET/EMAIL/EBAY (No class on 11/27)	SAT	9:00 – 12:55	11/6 – 12/4	B029
POFI 1104.8217	HOT TECHNOLOGIES—NEW (No class 11/26)	SAT	1:00 – 5:00	11/6 – 12/4	B001