

# NEW VIRTUAL COMPUTER COURSE AT SUNY ATTAIN LAB

@ DREW HAMILTON COMMUNITY CENTER

## How to Use Your Windows Computer/Laptop

- ▶ Instructor-led, Virtual Computer Course for those with limited computer skills
- ▶ Oct. 19 - Nov. 13; Monday through Thursday, 2pm - 4pm; 4 Weeks, 16 Sessions, 32 hours of training
- ▶ Hands-on Introduction to Word Processing, Spreadsheets, Using the Internet & Email
- ▶ Learn to manage computer files; Use the Windows Operating System on your computer
- ▶ Use Online Tutorials & Assessments: Microsoft Digital Literacy, GCFGlobal & NorthStar Learning Resources - to improve your computer proficiency

ALL TRAINING IS **FREE!!**

- ❖ On-Line Registration Required: [www.dhh.sunyattain.org](http://www.dhh.sunyattain.org), Select Red Button: “Enroll at ATTAIN”
- ❖ For more information, please email: [michael.roberts@attain.suny.edu](mailto:michael.roberts@attain.suny.edu) or leave a message at 212-281-2040.