

Adult Education Evening Courses

Course Name: Computer for Improvers

Cost	€150
Duration	10 weeks
Times	19.30 to 21.30
Tutor	Ms Sinead Gaffey
Description	<p>Computers for Improvers</p> <p>The Computers for Improvers Course is run over a ten week period and includes the following;</p> <p>2/3 weeks in Word</p> <p>2 weeks in Excel</p> <p>1 week PowerPoint</p> <p>1 week File Management / USB Work, Saving etc,</p> <p>1 week working with Emails,</p> <p>2 weeks Internet.</p>
Certification	None