### Sierra Madre Public Library



# **Computer Classes 2011 July, August, September**

\* Patrons must sign up for all sessions for each class.

DATE	TIME	CLASS	INSTR
MS EXCEL 2010 ( 4 Sessions)*			
Monday, July 25	10-11:30 a.m.	EXCEL Level I	Jay
Monday, August 1	10-11:30 a.m.	EXCEL Level II	Jay
Monday, August 8	10-11:30 a.m.	EXCEL Level III Section A	Jay
Monday, August 15	10-11:30 a.m.	EXCEL Level III Section B	Jay
MS WORD 2010 ( 4 Sessions)*			
Monday, August 22	10-11:30 a.m.	WORD I Section A	Jay
Monday, August 29	10-11:30 a.m.	WORD II Section A	Jay
Monday, September 5 NO CLASS HOLIDAY			
Monday, September 12	10-11:30 a.m.	WORD II Section B	Jay
Monday, September 19	10-11:30 a.m.	WORD II Section B	Jay
MS EXCEL 2010 ( 4 Sessions)*			
Monday, September 26	10-11:30 a.m.	EXCEL Level I	Jay
Monday, October 03	10-11:30 a.m.	EXCEL Level II	Jay
Monday, October 10	10-11:30 a.m.	EXCEL Level III Section A	Jay
Monday, October 17	10-11:30 a.m.	EXCEL Level III Section B	Jay
BASIC INTERNET ( 3 Sessions)*			
Wednesday, July 13	10-11:30 a.m.	Basic Internet I	Maury
Wednesday, July 20	10-11:30 a.m.	Basic Internet II	Maury
EMAIL BASICS ( 1 Sessions)*			
Wednesday, July 27	10-11:30 a.m.	Email Basics	Maury
BASIC COMPUTER ( 3 Sessions)*			
Wednesday, August 03	10-11:30 a.m.	Basic Computer I	Maury
Wednesday, August 10	10-11:30 a.m.	Basic Computer II	Maury
Wednesday, August 17	10-11:30 a.m.	Basic Computer III	Maury
BASIC INTERNET ( 2 Sessions)*			
Wednesday, August 24	10-11:30 a.m.	Basic Internet I	Maury
Wednesday, August 31	10-11:30 a.m.	Basic Internet II	Maury
EMAIL BASICS ( 1 Sessions)*			
Wednesday, September 07	10-11:30 a.m.	Email Basics	Maury
BASIC COMPUTER ( 3 Sessions)*			
Wednesday, September 14	10-11:30 a.m.	Basic Computer I	Maury
Wednesday, September 21	10-11:30 a.m.	Basic Computer II	Maury
Wednesday, September 28	10-11:30 a.m.	Basic Computer III	Maury

## Sierra Madre Public Library Computer Class Registration Form

Register Now - It's Easy! Just follow the 4 steps below.

#### Follow these steps:

- 1.Select class from schedule
- 2. Write in Class Title and date.
- 3.Read refund policy and sign form.
- 4. Leave deposit of \$20.00

NOTE: Class sizes are limited and fill up quickly. All classes are PC oriented.



1	Select class from schedule To complete this section, please refer to the schedule of classes for class title and date. Classes are held on Mondays and Wednesdays from 10:00 am to 11:30 am. Cost: \$20.00 registration fee, which is refunded when you attend the registered class.				
	Class Title		Class Date		
2	Registrant Contact Infor	rmation			
	Address				
	City, State, Zip				
	Phone Number	E-Mail Address			
3		knowledge that should I cancel the, I agree to relinquish the \$20.00 y.			
	Signature:		Date:		

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### Leave \$20.00 Deposit.

**Cancellation Policy:** To receive a refund of your deposit, please notify the library 24hrs in advance if you will not be able to attend, so that we may fill your spot.

For Office Use Only: Patron Paid Fee	\$	Date:	Staff Initials:	
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Sierra Madre Public Library | 440 West Sierra Madre Blvd., Sierra Madre, CA 91024 | 626.355.7186 | www.sierramadre.lib.ca.us REV: 12/19/2009