

**October
2018 Computer
Classes
USS Midwest / Gary**



**CLASSES FOR
October, 2018
SPOUSES CAN COME
FOR FREE WITH
EMPLOYEE**

**CLASS TIMES:
Noon—2:30pm or
4:00-6:30 pm**

**TO REGISTER:
Call Tracy at 762-1010 or
Call Debbie at 884-7930
to register for a class**

**TO SEE CLASSES ON-LINE:
Visit WWW.CEI-EDU.COM**

**OPEN COMPUTER LAB (USS/MWS)
EVERY WEDNESDAY 8:00am-4:00pm**

**SUBLIMATION (USS/MWS)
Tuesdays, October 2—October 9**

**WORDPRESS (MITTAL)
Wednesdays, October 3—October 24**

**CHROME BOOKS (MITTAL)
Mondays, October 15—October 22**

**CALENDAR CREATOR (USS/MWS)
Tuesdays, October 16—November 27**

**POWERPOINT (MITTAL)
Mondays, October 29—November 26**

OPEN HARDWARE LAB

Every Wednesday between the hours of 8am and 4pm we will have a technician at the Computer lab waiting for you to bring in your very slow, broken, needing upgrading PCs! Here is a brief list of things we can help with: Fixing Slow or Broken Machines, Upgrading software /Transfer data, making sure your PC is Protected, and Upgrading Computers. Just stop by or call and make an appointment. This is an incredible opportunity, don't miss it! Keep in mind if you need any hardware or non-free software you will need to purchase it. Sam will assist in getting you the necessary software and hardware. (If you need to attend later than 4pm, please contact Sam to set up an appointment)

SUBLIMATION (USS/MWS)

Come let your creative side come out. Sublimation printing is the process of placing pictures and sayings on Tin Boxes, Wooden Boxes, Key Chains, Coasters, Mugs, License plates, Puzzles, etc. Come to either of these classes, pick your picture, pick your saying, pick your items of choice and make wonderful customized beautiful items! These make great presents and keepsakes!

WORDPRESS (MITTAL)

Have you ever wanted to be a web designer? Well here is your chance. Learn all the new techniques to create a new interactive web site. We will walk you thru the proper steps in design, formatting, and linking your pages. Then when it is absolutely beautiful we will walk you thru publishing to the web. If you ever wanted to create your own website, this is the class for you.

CHROME BOOKS (MITTAL)

There are many different types of Chrome Books out on the market. Come learn about the different types. Sam always gets the statement "it doesn't run Windows" . But new Chromebooks will also run Android software so they're not as limited as they were. Students will be able to purchase a chromebook for \$75 if they want, or experience one of ours.

CALENDAR CREATOR (USS/MWS)

Just in time for the holidays! Come make a customized calendar for you or for gifts. Bring your photos in because you will be scanning them and making your own 12-month calendar!

POWERPOINT (MITTAL)

Create dazzling presentations! This class begins with the basics of PowerPoint from using the auto-content wizard, adding new slides, using the slide layouts and using the different views. Learn how to give your presentation dimension by adding shapes with text from the drawing toolbar, adding clipart & pictures and adding a design template to bring it all together. Work with Graphs and Organizational charts. Add transitions and sounds then learn how to save time by making global changes to your presentation using the slide master. By the end of this class, you will be ready to take the MOS certification exam.