



*Twenty
Four
Seven*

Training Centre

3 easy ways to register:
Email krowe@ufcw247.com,
Online at UFCW247.com, or
Phone Kim Rowe 250-861-1225

Computer Classes

Computer Basics – New to computer use, or just want to optimize you home computer? Start with the basics; learn word, keyboarding, email and creating and saving documents. Class start Wednesday July 6th-27th, 6:00-8:00pm

Excel Level I – Using your basic computer skills, learn how to create spreadsheets and documents using the Excel program. Keep track of household expenses and duties with this simple to use program. Classes begin Wednesday August 10th-31st, 6:00-8:00 pm

PowerPoint – Create special and unique presentations for your family or business using the many applications for this program. Classes begin Wednesday September 14th-October 5th, 6:00-8:00pm

Bookkeeping – Learn how to create and manage a budget for home or small office. Keep track of your expenses. Classes begin Thursday July 7th-28th, 6:00-8:00 pm

Social Network – Facebook, MSN, Skype and twitter, if it all sounds like Greek to you, then this is a must do class for you. Learn how to protect your own, (and your families) privacy, while keeping in touch with friends and family. This class is held Monday July 11th, 6:00-8:00 pm

Smart Phones – Looking to use your smart phone to its full potential? Learn about new apps and uses to get the most from your smart phone. Class is held Monday July 18th 6:00-8:00pm