

# USING THE COMPUTER FOR TODAY'S WORKPLACE

Learn to use the computer to create documents,  
look for and apply for employment on-line,  
sending/receiving e-mails  
and other helpful computer tips.



Fee waived for unemployed or under-employed.

**Class Begins Mon, March 23, 2015 9:00am to Noon**  
Held in the IT training room at Stanly Commons

Class will meet Monday-Friday, March 23-27, Mon, March 30, Tues, March 31  
And Tues-Thu, April 7-9.

For more information contact Wendy Taylor 704-888-0880