

# 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 Thur. May 28, 2015 9:00am to Noon**

Held in the IT training room at Stanly Commons

Class will meet Mondays, Tuesdays, and Thursdays (May 28 – June 18).

For more information contact Wendy Taylor 704-888-0880

Or Liz Adkisson 704-991-0279