

Adult Computer Classes

At Beginner & Intermediate Levels

Choice Of
Computer Basics * Word
Email & Internet * PowerPoint * Excel



Digital Literacy Skills
are the ABCs of the 21st Century

Do you know your ABCs?

Digital Literacy Rocks!

Enrolling Now

4 to 6-Week Sessions 1 to 2 days a week
Morning, Afternoon or Evening:

2023 Class Schedule

January 17 to February 23

March 14 to April 20

May 23 to June 29

August 15 to September 21

October 19 to November 16

All classes are LIVE on Zoom
We start at YOUR skill level and
we move at YOUR pace

Monthly Membership \$139 down, \$39/month
Regular small group Instruction \$383.00
One-on-one Instruction \$983

Payment Arrangements Available
Early Bird Registration is 3 weeks before
each regular session for a 15% discount

Other discounts and scholarship available
for veterans, seniors, low-income,
unemployed

Group rates provided for organizations and
employers with multiple clients.

Call or Text: (707) 430-0120
E-mail: admin@digital-literacy.rocks
Website: www.digital-literacy.rocks

Class Schedule and Fees Subject to Change

Who Are Our Students?

- ◆ First Time Job Seekers
- ◆ Career Changers
- ◆ College Students
- ◆ Re-Entry Clients
- ◆ Business Professionals
- ◆ Entrepreneurs
- ◆ Veterans and Spouses
- ◆ Retirees / Older Adults
- ◆ You!

Being nervous and scared is okay.
Doing nothing about it is not okay.

You Owe it to Yourself—Do it Now!

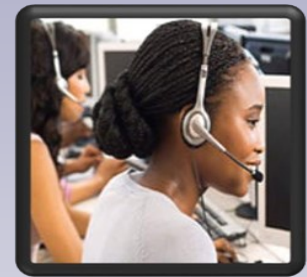
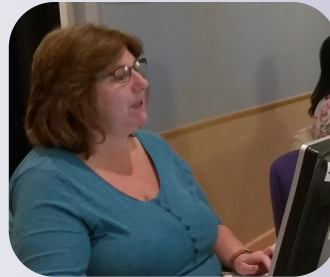
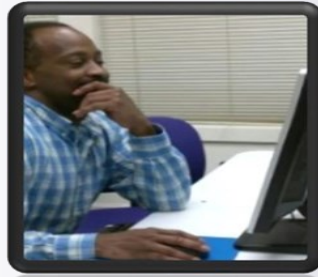
In 6 weeks, you could earn a certificate
like this - recognized by employers
across the U.S.

Call for details—we are waiting for you.



Join the class from your own computer or laptop

Register and Learn from the Comfort and Safety of Your Own Home, Workplace or Program Location



Learn Computer Basics and Microsoft Word

- Understanding how the computer works
- 6 Ways to Use the Mouse
- Creating and Managing Digital Files
- Creating Flyers, Forms and other Documents



Introduction to Excel

- Excel for Personal and Business Use
- Create simple budgets
- Track and display financial data
- Use simple Formulas and Functions
- Make Colorful Charts and Graphs



PowerPoint Presentations

- Make Attractive Presentations
- Use Animation to bring slides to life
- Create Professional Looking Presentations
- Insert Images, Charts and Video to excite your audience



Classes are LIVE on Zoom one or two days a week and there's a spot for you. Yes, we'll teach you Zoom too.

Call, Text or E-mail Today

(707) 430-0120 or admin@digital-literacy.rocks