

# Moon Twp. Public Library

Is Offering  
**Silver Scholars**  
Computer Classes



These computer classes are designed specifically for individuals over the age of 50, but all are invited. Instructors from Silver Scholars will lead participants through classes that are fun, interactive, and easy to understand. Classes will be held at the Moon Twp. Public Library. To enhance learning, all classes are limited to 10 students, so sign up early. Call Silver Scholars at 412-283-0105 to register.

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## **Basic Computers 1 & 2 – \$37.00**

*Mondays, June 7 & 14*

*1:30 to 3:30 PM*

*No previous computer knowledge is required.*

Basic computers will provide hands on experience using Windows. The first class will explain how to turn a computer on and off, the basic functions of the mouse, how to open programs, search menus, and more. The second class will provide time for review and progress to understanding the keyboard. Learn how to input information into the computer, correct typing errors insert and delete text, and more.

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## **The Internet 1 & 2 – \$37.00**

*Fridays, July 2 & 9*

*9:30 to 11:30 AM*

**Prerequisite:** *Basic Computers Parts 1&2 or equivalent knowledge.*

Searching the Internet will provide hands on experience. The first class will explain the basics of search engines and browsers. You will learn how to connect to the Internet and how to navigate your way around the World Wide Web. The second class will provide time for review and practice. The second class will discuss browsers in more detail, show you how to download programs, search more effectively, store favorites, and avoid viruses. You will also learn how to access web sites more efficiently.

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## **E-mail 1 & 2 – \$37.00**

*Mondays, August 23 & 30*

*1:30 to 3:30 PM*

**Prerequisite:** *Basic Computers Parts 1&2 and Searching the Internet*

This class will provide hands on experience while you learn the basics of e-mail. Find out how e-mail works and learn to read, write, send, forward, and reply to messages. The second class will provide time for review; explore setting up your address book, sending to multiple recipients, sending attachments, and more. This class will be taught using Outlook Express.

[www.silverscholars.com](http://www.silverscholars.com)

Simple, Effective Computer Training  
*We turn Frustration into Fun!*