

MAC & PC TRAINING:

Keeping up with today's technology!



Join us for one or more of the following classes to expand your knowledge and to better understand your computer.

Excel Basics

This training is an introduction to spreadsheet design and functions. Learn how to work with spreadsheet data, running calculations, and adding color and design.

When: Thursday, March 18th from 6:00 – 7:00 pm
Where: TJ Computer Service
Cost: \$35 (Materials & snacks provided)

Advanced Excel

In this training you will learn advanced excel functions, complex calculations, databases and mail merging.

When: Thursday, March 25th from 6:00 – 7:00 pm
Where: TJ Computer Service
Cost: \$35 (Materials & snacks provided)

Windows Basics

Did you just purchase a computer? Do you need help learning how to use your computer? Let us help introduce you to the Windows operating system as well as setting preferences, using the internet and using email.

When: Thursday, April 1st from 10:00 – Noon
Where: TJ Computer Service
Cost: \$65 (Materials & snacks provided)

Mac Basics

Are you new to Mac? Are you thinking of switching to Mac? Mac Basics is the class for you! This class will be taught by the Apple Certified Technicians on staff at TJ Computer Services and will teach you the basics of how to use an Apple/Macintosh computer.

When: Thursday, April 22nd from 10:00 – Noon
Where: TJ Computer Service
Cost: \$65 (Materials & snacks provided)

iLife/iWork

This class is an introduction to iPhoto, iTunes, iWeb, GarageBand, iDVD, and iMovie. You will leave this class knowing how to organize photos, music and videos, and create personal websites. iWork is an introduction to Pages, Keynote and Numbers.

When: Thursday, May 6th from 6:00 – 7:00 pm
Where: TJ Computer Service
Cost: \$35 (Materials & snacks provided)



Certified
Macintosh
Technician

**Reserve your spot today by calling
(218) 444 - 4936**

Ph. (218) 444-4936

www.tjcomputerservice.com