

Computer Learning Center at Ewing Course Request Form

Return Your Completed Form to: 999 Lower Ferry Road, Ewing, NJ 08628
For Additional Information Visit www.ewingsnet.com or
Call 609-882-5086 or 609-883-1776, Ext.2605

Please Print Using CAPITAL LETTERS:

Date _____

Last name _____ First Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email Address _____

Is this your first Course Request? Yes No

What does your computer use? Windows XP Windows 7 or Vista

Mac / iMac Other

Don't know None

(All instruction is offered on Windows compatible computers.)

Please enter any special computer topics that you would be interested in learning

Please limit your choices to five courses

Kindly check the top five courses you are interested in taking. Courses, which range from 1-6 two-hour sessions, are offered when sufficient numbers of requests are received and a volunteer instructor is available. When the course(s) you request is offered you will be notified. Only then is payment due. The number of sessions and cost are listed below.

Mark with an "X" the five courses you would prefer to take first.

Basic Computer Courses

Introduction to Computers
6 sessions - \$20

Word Processing
6 sessions - \$20

Introduction to Windows XP
6 sessions - \$20

Making Your Computer Run Better
3 sessions - \$15

Viruses, Spyware and Spam, Oh My
3 sessions - \$15

Overview of Windows 7
2 sessions - \$15

Windows File Management
2 sessions - \$15

Keyboard Skills and Shortcuts
2 sessions - \$10

How to Cut and Paste
1 sessions - \$5

More on opposite side

Using Email

- How to Become a Savvy Email User
4 sessions - \$15
- Sending Email - Compose/ Attachments
1 sessions - \$5
- Email Etiquette
1 sessions - \$5
- Email - Avoiding Spam
1 sessions - \$5
- How email works - Types of Email
1 sessions - \$5
- Creating your own Gmail Account
1 sessions - \$5
- Opening, Replying, Forwarding Email
1 sessions - \$5
- Replying to and Forwarding Email
1 sessions - \$5

Exploring the Internet

- Surfing the Internet
6 sessions - \$20
- The Many Faces of Google
6 sessions - \$20
- Planning Travel on the Web
4 sessions - \$15
- Creating a Personal Web Page
2 sessions - \$15
- Downloading Pictures & Free Programs
2 sessions - \$15

Other Fun Courses

- Share Your Life Story
6 sessions - \$30
- Spreadsheets
6 sessions - \$20
- Genealogy
6 sessions - \$20
- Creating Videos the Easy and Quick Way
4 sessions - \$20
- Buying and Selling on eBay
4 sessions - \$15
- Making Greeting Cards, Calendars etc.
3 sessions - \$15
- Opening your Computer without Fear
2 sessions - \$10

Digital Photography

- Overview of Digital Photography
4 sessions - \$20
- Advanced Photo Editing
2 sessions - \$10
- What's important in a Digital Camera
1 sessions - \$5
- Move pictures from Camera to Computer
1 sessions - \$5
- Scanning Memories
1 sessions - \$5
- Capturing Photos from the Web
1 sessions - \$5
- Keeping your Photos Organized
1 sessions - \$5
- Simple Photo Editing
1 sessions - \$5
- Creating a Slide Show
1 sessions - \$5
- Displaying your Pictures
2 sessions - \$5

More on opposite side