



Serving the Tampa Bay Area since 1998

Address: 1438 Gulf to Bay Blvd., Clearwater, FL 33755 Office Phone: 727.447.3067 Website: simplepc4u.com




“NO CLASS IS CANCELLED BECAUSE OF CLASS SIZE”*

21-Century Computer Literacy Skills

Who need these skills?: Job Seekers, Students, Businesses, College Students, Parents, etc.

Computer Literacy is the ability to use computers and related technology applications efficiently.

4 Steps To Achieving Your Goal!

STEP 1: Select the date and time	Date	Monday		Wednesday		Thursday		Thursday		Saturday		Saturday	
	Time	Begin	End	Begin	End	Begin	End	Begin	End	Begin	End	Begin	End
		1:00pm – 5:00pm		1:00pm – 5:00pm		1:00pm – 5:00pm		5:30pm – 9:30pm		8:00am – 12noon		1:00pm - 5:00pm	
STEP 2: Select the class	Computer Literacy Classes												
	<u>Windows</u> Windows Level 1 Windows Level 2			<u>Word</u> Word Level 1 Word Level 2				<u>Excel</u> Excel Level 1 Excel Level 2					
	<u>PowerPoint</u> PowerPoint Level 1 PowerPoint Level 2			<u>Other</u> Basic Computers Keyboarding (touch-typing) Computer LAB is free, must call to schedule.				<u>Internet</u> Internet, Email, & Search					
STEP 3: Call or Email	To get started – Call /Email to REGISTER for the course you want. O:727.447.3067 or E-mail: simplepc4u@aol.com												
STEP 4: Pay via	 Pay Now  Check  or Cash												
Class Location	1438 Gulf to Bay Blvd., Clearwater, FL 33755												

*Reserve the right to change class, # of students, date, time, price, etc.



<<< ALL COURSES **require** students to have a **laptop** and **software** loaded >>>

