



Where do I file this?

Where's my E drive?

Cut and Paste??

Complete my schedule on eLion?

This paper needs footnotes!

BASIC PC SKILLS FOR ADULTS



Monday, April 8th Computer Basics 11:00am – noon
Topics include: parts of the computer, windows functions, hardware and information storage, and location of commonly used features

Monday, April 8th Microsoft Office noon – 1:00pm
Topics include: Word, EXCEL and PowerPoint

Friday, April 12th Internet applications noon – 1:00pm
Topics include: Internet usage, eLion, Eudora
HAMMERMILL 138

REPEAT OF SESSIONS

Monday, April 22nd Computer Basics 6:30pm – 7:30pm
Wednesday, April 24th Microsoft Office 6:30pm – 7:30pm
Thursday, April 25th Internet applications 6:30pm – 7:30pm
HAMMERMILL 130

Must know your userid and password and bring a 3.5" disk

To RSVP or for additional information contact Biddy Brooks at 898-6260 or email bab9@psu.edu

This program is partially funded by a grant from the Penn State Commission for Adult Learners

Communications Convocation

Exciting and Informative!!

Opportunity to learn about how communication and the community work together.

April 6th, 2002
10:30 a.m - 3 p.m.
Located in Roche Hall,
adjacent to the Hammermill and Nick
Buildings



Free Breakfast and Lunch!!

For more information, contact Professor John Kerwin at 898-6056.

Share the Laughter and Join the Fun as

Meg Maly and Blamo of "Funny Since Birth"

Present:

"Laughter is the Best Medicine"

Friday, April 12, 2002
12:00 Noon – 1:00 PM
Center Stage at
Brunos Café, Reed Union Building

Meg Maly and Blamo have been doing highly acclaimed comedy acts for more than 7 years. They have used humor to cope with their own life transitions and challenges and are able to inspire audiences to open their hearts and minds to the healing power of humor, laughter, joy and positive thinking.

*** FREE mock-tail drinks served by the Health and Wellness Peer Educators!**

*** FREE give-aways for students!**

End the week smiling!!!

Sponsored by the Health and Wellness Center with support from the Lions Entertainment Board and the Student Activities Fee.