



Family Focus Aurora

DCEO – Illinois Department of Commerce & Economic Opportunity
Eliminate the Digital Divide Program



Community Technology Center

(630) 844-2550

ADVANCED Computer classes

Excel & Word 2010

Advanced training for certification exam on the following Office 2010 Programs:

- Excel 2010
- Word 2010

Advanced Courses Schedule:

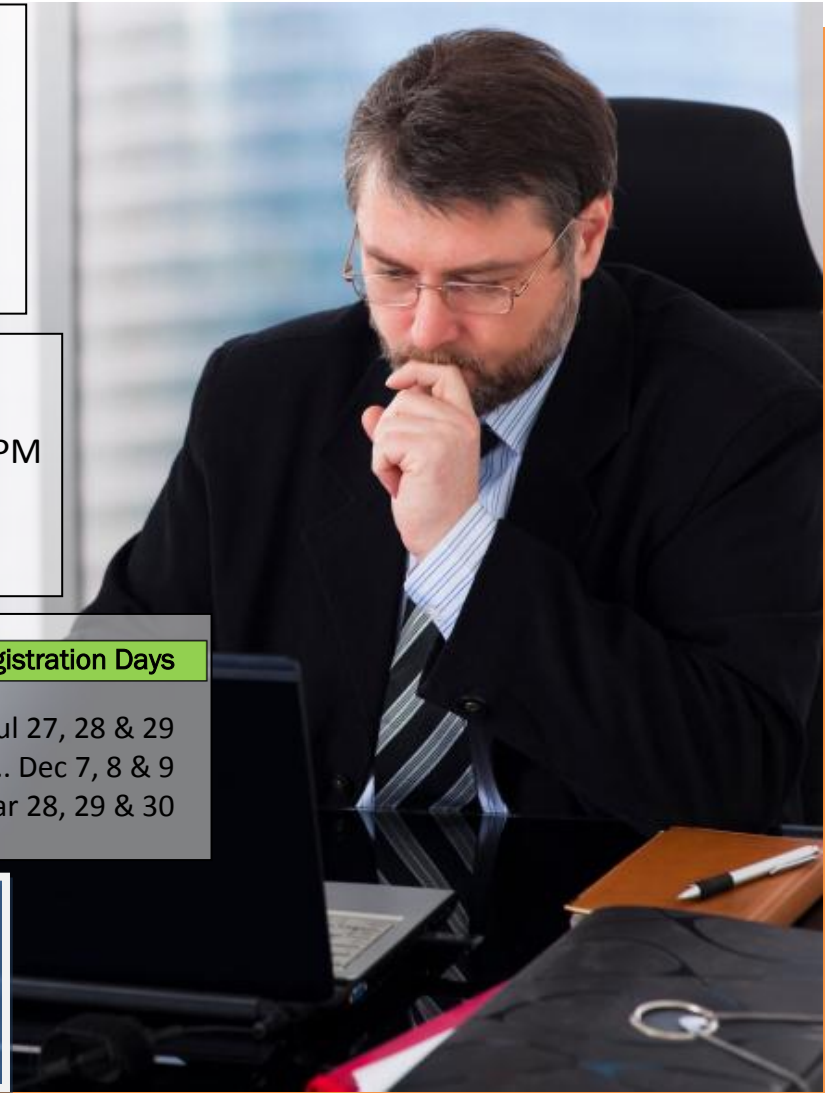
Meets on Fridays 5:00 PM - 8:00 PM

Cost: Course Manual = \$25
Group limited to 18 participants

Course Name - Session	Registration Days
Advanced Excel 2010 – Aug - Oct 2011.....	Jul 27, 28 & 29
Advanced Word 2010 - Jan – Mar 2012	Dec 7, 8 & 9
Advanced Excel 2010 – Apr - Jun 2012	Mar 28, 29 & 30

Registration Hours: 8 AM – 12 PM
4 PM - 7 PM

Mark your calendar, because registrations will be limited to the scheduled days, with no exceptions!



For more information, contact:

Jose Luis Nunez or
Karen Lopez

(630) 844-2550

Family Focus Aurora
550 Second Ave.
Aurora, IL 60505

Very Important:

With your registration form, a deposit of \$30 will be requested, as an attendance guarantee. Attend, complete the course & get your deposit back.

If you are not registered for classes, you can come and use the computers for free, during the Open Lab hours that are available for community access. Ask for weekly schedule.



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FAMILY
FOCUS
*Nurturing Children
Strengthening Families*

Community Technology Center

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**clases
AVANZADAS
de Computación**

Excel y Word 2010

Clases Avanzadas para Certificación
en los siguientes Programas de
Office 2010:

- Excel 2010
- Word 2010

Horario del Curso Avanzado:

Solamente los Viernes 5:00 a 8:00 PM

Costo: Manual del curso = \$25
Cupo limitado a 18 participantes

Nombre del Curso - Sesión	Días de Inscripción
Advanced Excel 2010 – Aug - Oct 2011.....	Jul 27, 28 & 29
Advanced Word 2010 - Jan – Mar 2012	Dec 7, 8 & 9
Advanced Excel 2010 – Apr - Jun 2012	Mar 28, 29 & 30

Horario de Inscripciones: 8 AM – 12 PM
4 PM - 7 PM

Marque su calendario, porque las inscripciones se limitarán a los días programados, Sin excepciones!

Para información,
llame a:

**José Luis Núñez o
Karen López**

(630) 844-2550

Family Focus Aurora
550 Second Ave.
Aurora, IL 60505

Muy Importante: Junto con su forma de registro, se le pedirá un depósito de \$30, como garantía de su asistencia a clases. Asista regularmente a las clases, complete el curso y recupere su depósito.

***Si usted no esta registrado(a)
en las clases de computación,
puede venir y usar las computadoras
gratis, en los horarios disponibles
para la comunidad.
Consulte el horario semanal.***