

Senior Health Foundation COMPUTER CLASS SCHEDULE November and December 2010



Three Ways to Register:

1. Circle the class you want on this calendar below and fill in the name/address/phone, then leave it at the lab
2. Call **827.6090** and leave a detailed message
3. Send an email to **info@shf.org**

DATE: _____

NAME: _____

PHONE: _____

EMAIL: _____

Mon	Tues	Wed	Thurs	Fri	Sa
1 10 AM – More Photoshop Elements 5 1 PM – Basics 6 Copy & Paste	2 10 AM – Using Your Digital Camera 2	3 Lincoln Classes	4	5	6
8 No Class	9 10 AM – Using Your Digital Camera 3	10 Lincoln Classes	11	12	13
15 10 AM – More Photoshop Elements 6 1 PM – Internet & Email 1	16 Golden K (private group)	17 Lincoln Classes	18	19	20
22 1 PM – Internet & Email 2	23 No Classes	24 Lincoln Classes	25 THANKSGIVING	26	27
29	30	DEC 1 Lincoln Classes	DEC 2 10 AM - TBD	DEC 3	4
Mon	Tues	Wed	Thurs	Fri	Sa
6 10 AM – Scanning & Organizing Pictures 1 PM – Internet & Email 3	7 10 AM – TBD 1 PM - TBD	8 Lincoln Classes	9 10 AM - TBD	10	11
13 10 AM – Creating Photo Slide Shows 1 PM – Internet & Email 4	14 10 AM – TBD 1 PM – TBD	15 Lincoln Classes	16 10 AM - TBD	17	18
20	21	22	23	24 Christmas Eve	25 Christmas Day
27	28	29	30	31 New Year's Eve	Jan 1 New Year's Day

November 2010

December 2010

This calendar is subject to change. Although it doesn't happen often, classes may be cancelled or rescheduled. While you are always welcome to drop in on a class, we hate to have you come when a class has been rescheduled and there is no one here. Please be sure to register for classes so that we can notify you of any changes. All classes are about 2 hours in length. **If OPS cancels because of weather, we also cancel our classes.**

Visit us at our main site – www.shf.org – and also at our video portal – www.DiscoverSkills.com

SENIOR HEALTH

www.shf.org **Foundation**

**Computer Education
For Boomers and Beyond!**

PRICES

Membership fee:

\$60.00 a year

Class price:

\$15.00 per class

Class price without Membership:

\$25.00 per class

*If you take 6 classes at \$25 per class within a 6 month period,
you automatically become a member*

Please make payment by check or cash

3 WAYS TO REGISTER FOR CLASS

1. **Telephone-** Call (402) 827- 6090 and leave your name, phone number, name and date of class.
2. **Calendar Flyer Sign-up-** Circle the classes you want on the calendar on the back of this page, fill in your name and phone number, and submit this form at the computer lab.
3. **Email -** info@shf.org – Send your name, phone, name/date of class

SHF COMPUTER LAB

Classes are held at the SHF Computer lab in the Anderson Family Center at the Southeast Corner of the Florence Home located at 7915 North 30th Street, Omaha, NE 68112.

For more information
Visit our web sites: www.shf.org and
www.discoverskills.com

Some of Our Classes

Computer Basics

Our Computer Basic Series is one of our core classes that is designed to give you background knowledge, basic hands on skills and terminology that will help you to become self sufficient on the computer. This is a series of 7 classes that include.

- Basic 1 – Introduction to Hardware
- Basic 2 – Introduction to Software
- Basic 3A – Introduction to Windows
- Basic 3B – Introduction to Files and Folders
- Basic 4 – Introduction to Word Processing
- Basic 5 – Introduction to Spreadsheets
- Basic 6 – Copy & Paste

Internet & Email

Let's face it, the online world has become a major part of most peoples lives, so doesn't make sense to learn as much as you can about using that world? That's what these classes are about... in them, we take you through the basics of using the Internet and Email, but then go beyond and show you all the tips and tricks that take you to the next level of the Internet world.

Organizing Your Files (Basics 3B)

One of the most important, but often overlooked facets of using a computer involves learning how to save your work. This class covers the basics of how your computer hard drive is organized and how to save your documents and pictures as files. During class you will learn how to create new folders, how to copy and move files between folders.

More Photoshop Elements

Once you've learned the basics of fixing up your pictures, it's time to move on to the more advanced (but not "hard") concepts. In this 6-part series, we show you all the ins and outs of image editing, including adding new sky's to your pictures, removing blemishes and imperfections, adjusting the brightness of just part of an image, and so much more.

Creative Word Processing

This series of 5 classes is the perfect for discovering how to creatively use the word processor. You will learn to work with images, clip art and digital pictures, Page Borders, Auto Shapes, Word Art, Watermarks, and much more.

Scanning & Organizing Pictures

Although younger generations only know "digital cameras", our generation is very familiar with prints, slides, and negatives... and in fact, most of us have tons of them sitting in a shoebox somewhere. Now is the time to take those precious photos and "scan" them onto your computer for posterity. That's what we teach you to do in this class. Not only that, but we then move to teaching you the best way to organize all those pictures into folders, using good-old Microsoft Windows.

Using Your Digital Camera

The great thing about digital cameras is that for a very reasonable price, you get a camera that has loads of "professional" features. The bad thing this... you're not sure how to USE all those features!!! That's what this class is about. During this 3-part class, we show you all those features and explain which ones are the most important in helping you take better pictures. And we even ask you bring your own camera to class!

Visit our new video tutorial site...

DiscoverSkills.com

SENIOR HEALTH
www.shf.org **Foundation**