We commenced the 2017 again on Friday 10 February, 2017 with the subject that the people were interested in, and asked for lessons to commence from the basic computing.

Due to people commitments there are two (2) sessions’ every week on Fridays. Each lesson has been created to coincide on a specific day to allow people to make arrangements if they want to attend a specific lesson, which have been shown below on the date the lesson is presented.

Every week there is a lesson that is started on FRIDAY MORNING 10AM TILL 12 NOON and repeated again in the AFTERNOON FROM 2PM TILL 4PM

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| **TERM 1** |
| Lesson | FRIDAY Times 10am to 12 noon/ 2pm to 4pm |
| 10 Feb 2017 | 1 | **Desktop on your computer**, taskbar, start button, Keyboard. google chrome etc |
| 17 Feb 2017 | 2 | **www.typingclub.com** (Learning how to use the Keyboard) |
| 24 Feb 2017 | 3 | Tips for using **your MOUSE** |
| 3 March 2017 | 4 | C' drive, Hard Drives, USB (Let's learn the difference between them) |
| 10 Mar 2017 | 5 | **Word** (Lets try typing, create a document AND enlarge and minimise screen) |
| 17 Mar 2017 | 6 | **Using Internet Search and security (virus Protection)** |
| 24 Mar 2017 | 7 | **Using Internet Search** |
| 31 Mar 2017 | 8 | Using Internet Search to search for images to insert into a document |
| 7 Apr 2017 | 9 | MyGov Tutorial on-line (be confident/NOT confused) |
| 14 Apr 2017 | 10 | Computer Shortcuts, to make it easy for you on the computer |
| 21 Apr 2017 | 11 | Create an Easter Card |
|  |  | **Good Friday & Easter** |
|  |  | **School Holidays NEXT LESSON 28/4/2017** |