

Western Australian School Canteen Association Inc.



Supporting healthy choices

**WASCA General Meeting & computer skills workshop
16 May 2018
Department of Education, 151 Royal Street, East Perth**

*Do you want to improve your computer skills?
Do you want to know how to use formulas in spreadsheets?
Does your canteen menu need a facelift?*

If you answered yes, you are sure to enjoy the computer skills workshop!

Dear WASCA Member

The President and Executive Committee are pleased to invite you to the General Meeting and computer skills workshop. Attending the WASCA General meeting from 3.30pm - 4.30pm will keep you up to date with the business of the Association and upcoming events and activities. Afternoon tea will be served on arrival giving you the chance to network with the Executive Committee, office team and other members.

Following the meeting, from 4.30pm - 5.30pm we will head into the computer lab for a 60 minute workshop with **Ben Gummels of 4WebMarketing**, an expert in online marketing and IT support.

The hands on workshop will include invaluable tips for using Windows; Excel; Word; Email (either Outlook or Gmail); and a range of Google apps (e.g. Google Drive, Maps, Slides and Sites).

Please RSVP by Friday 11 May to wasca@education.wa.edu.au or 9264 4999. Upon registration, please inform us of any dietary requirements.

We look forward to seeing you at the event.

Kind regards

Megan Sauzier
Executive Officer
27 April 2018

