

COMPUTER TRAINING

A way to make life in the canteen a little easier!



Friday 28th September
Department of Education
151 Royal Street
East Perth 6004

Beginners: 10.00am - 12.00pm

Lunch: 12.15pm - 12.45pm

Intermediate: 1.00pm - 3.00pm

All attendees are welcome to stay for lunch.

\$15.00 members

\$20.00 non-members

Fee is per session. Beginners may choose to register for both sessions.

Benefit of training:

- Improve your computer skills
- Understand and use formulas in Excel
- Increase skills to search the internet with ease
- Know what app does what

RSVP by Friday 21 September 2018 on
9264 4999 or wasca@education.wa.edu.au

Payment: BSB: 306 035 Account: 419 7585
with EFT reference: 'Computer' and your
school name. Please forward a remittance
advice to wasca@education.wa.edu.au

Ben Gummels from 4WebMarketing will facilitate this hands on workshop in a computer lab. The session will include Windows; Excel; Word; Email (either Outlook or Gmail); and a range of Google apps (e.g. Google Drive, Maps, Slides and Sites).