

# Basic Computers for Beginners Course

Manual  
Supplied  
**\$150.00**

**Designed for people who are new to computers and want to gain hands on experience.**

Covers how to:

- ▲ Operate a basic computer
- ▲ Use Windows operating system
- ▲ Create folders and files
- ▲ Save files to USB
- ▲ Navigate Internet Explorer
- ▲ Set-up Email account
- ▲ Browse the web
- ▲ Print



**You must bring a USB on the day!**

**Date: Every 2nd Thursday**  
(1 day course only!)

**Time: 9.30am - 2.30pm**

**Venue: ITeC, 1-5 Miller St, Coniston**

**Call ITeC Today! 4223 3100**



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SOUTH EASTERN BEC *incorporating*  
Illawarra, Southern Highlands,  
Shoalhaven and District and South Coast BECs



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