

## LSTA Class Schedule

Tue Mar 2, 2010

### 1:30pm - 3:30pm Virus prevention and removal

**Where:** Del Norte Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on virus prevention and basic virus removal.

### 7pm - 9pm "I've never touched a computer before"

**Where:** Saguache Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:**

This is a very basic computer skill class. We will focus on using the mouse and keyboard.

Wed Mar 3, 2010

### 10:30am - 12:30pm Microsoft Excel

**Where:** South Fork Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on creating spreadsheets and entering formulas in MS Excel.

### 2pm - 4pm Virus prevention and removal

**Where:** Monte Vista Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:**

This class will focus on computer virus's, how to avoid them and how to remove them using Freeware removal tools

Thu Mar 4, 2010

### 12pm - 2pm Introduction to E-mail

**Where:** Saguache Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:**

This class will cover e-mails and file attachment, for beginners we set up an e-mail account.

### 5:30pm - 7:30pm "I've Never touched a computer before"

**Where:** Del Norte Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:**

This class is a very basic computer skills class, we will focus on using the keyboard and mouse.

Fri Mar 5, 2010

### 10:30am - 12:30pm "I've never touched a computer before"

**Where:** Monte Vista Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:**

This is a very basic computer skills class, we will focus on using the mouse and keyboard.

### 2pm - 4pm Virus prevention and removal

**Where:** South Fork Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on preventing computer virus infection and removing viruses.

## LSTA Class Schedule

**Tue Mar 9, 2010**

### **11am - 1pm Microsoft Word 2007**

**Where:** Blanca Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on the use and application of MS word.

### **2pm - 4pm Microsoft Word**

**Where:** San Luis Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on the use and application of MS word.

**Wed Mar 10, 2010**

### **11am - 1pm Microsoft Excel 2007**

**Where:** Blanca Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on microsoft excel spread sheets and entering formulas.

### **2pm - 4pm Microsoft Excel**

**Where:** San Luis Library

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on microsoft excel spread sheets and entering formulas.

### **5:30pm - 7:30pm "I've never touched a computer before"**

**Where:** SPPL

**Creator:** libinst0809@gmail.com for LSTA Class Schedule

**Description:** This class will focus on basic computer skills like using a mouse and keyboard.