



COMPUTERS FOR ROOKIES

Are you overwhelmed by computers? Do you avoid applying for jobs because you don't know where to start?

Computers for Rookies will give you the bare bones to start using a desktop computer to be able to navigate through a technology driven world. You will learn how to operate a computer or laptop, use Microsoft word , send and receive emails and navigate the World Wide Web safety and securely- in plain easy to follow terminology.

This course includes accredited units from BSB20115 Certificate II in Business package.

**COURSE COMMENCING
APRIL 2021**

**9:00AM
TO 3:30PM**

**EVERY
TUE & THU
FOR 8 WEEKS**

COURSE HELD: Ian Kenworthy Welfare and Support Centre. GF. RSL Memorial Arcade
251 Crawford Street, Queanbeyan 2620

ENQUIRE TODAY!

Speak to our friendly team today on 1800 000 212