Free Computer Training Classes

Brought to you by Carroll Gardens Association, Inc.

Carroll Gardens Association, Inc. is offering 2 levels of Computer Training: 1) Introduction to Computers and 2) Microsoft Office. One (1) training cycle will be offered on Introduction to Computers, which is specifically geared to those who have absolutely no background in computers. Participants will learn about computer operating sysems, how to surf the internet, send emails, as well as an introduction to Microsoft Word. After completing the 7-week program, participants will receive a Certicate of Completion in Introduction to Computers. Four (4) training cycles will be offered on Microsoft Office. This is a beginner's class on MS Word, MS Excel, and MS PowerPoint.Upon successful completion of the 7-week program, participants will receive a Certificate of Completion in Microsoft Office.

Due to limited space, registration is offered on a first come-first served basis**. A $10 Registration Fee is required to hold your space.** You will also be asked to sign a **Commitment Form** to complete the training.

Computer Training Information

Location:	201 Columbia Street, Brooklyn, NY 11231 (between Sackett & DeGraw Streets)
Schedule:	5:30 p.m. – 7:30 p.m.; Mondays & Tuesdays
Duration:	7 weeks
Instructor:	Pablo Sierra

Please indicate which Training Cycle you are interested in participating:

_____ First Training Cycle: Microsoft Office	Sept. 10 – Oct. 23, 2012
_____ Second Training Cycle: Introduction to Computers	Oct. 29 – Dec. 11, 2012
_____ Third Training Cycle: Microsoft Office	Jan. 7, 2013 – Feb. 26, 2013
_____ Fourth Training Cycle: Microsoft Office	Mar. 11, 2013 – Apr. 23, 2013
_____ Fifth Training Cycle: Microsoft Office	Apr. 29 – June 18, 2013

Registration for Participants

Name: _____ **Age**: _____

Address: _____

Home Phone #:_____ **Work**: _____ **Cell**: _____

Email: _____

Please Indicate If Any of These Following Categories Apply To You

_____ South Brooklyn Resident	_____ Veteran	_____ Low-income Individual
_____ Unemployed	_____ Immigrant	_____ Minority
_____ Person with Disabilities	_____ Youth (18-24 yrs.)	_____ Senior (65 yrs. & older)

For more information, please contact us at: Carroll Gardens Association, Inc., 201 Columbia St., Brooklyn, NY 11231; Tel: (718) 243-9301; Fax: (718) 243-9304; email: info@carrollgardensassociation.com