

MPTC CLASSES

HELD AT THE FOND DU LAC SENIOR CENTER

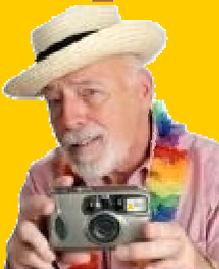
2013 SUMMER & FALL

(June—December, 2013)



MORAINÉ
PARK
TECHNICAL COLLEGE

The Fond du Lac Senior Center is proud to partner with MPTC to bring you these classes. These classes are set up through **Moraine Park Technical College** and held at the Senior Center. The classes are taught at a relaxed pace and are open to ALL ages. You do NOT have to be a member of the Senior Center to take these classes.



HOW TO REGISTER

Register at MPTC in person or by telephone at 922-8611 (ask for the registration desk).

To pay, use a charge card over the telephone, mail in a check, or pay in person at MPTC. You will need the course number when you call MPTC. Some classes may have limits as to the number of students, so prompt registration is encouraged. Classes often fill fast. Note that when classes are full with waiting lists, "no shows" or late cancellations don't allow others to participate. Another consideration is that a class may be cancelled due to lack of enrollment (under 10 students). If you have any questions about the content of these classes, call the Senior Center at 322-3630 or stop by the front desk.



MPTC BASIC COMPUTER CLASSES

Today, web-savvy seniors are embracing email, blogs and the whole world of information at their fingertips. In fact, people over 60 are the fastest growing segment of computer and internet users. Join them! If you don't know how to use a computer or want to enhance your skills, you can take these classes at the Fond du Lac Senior Center. There's nothing like the Web for keeping people connected. Don't let the world pass you by!



The computer classes are taught at a relaxed pace and are open to ALL ages. You do NOT have to be a member of the Senior Center to take these classes.

COURSE #	DAY	DATE	DAYS / WEEKS	TIME	TOTAL TIME	INSTRUCTOR	COST (62+)	COST (<62)
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COMPUTER BASICS 1

103-483-10152	T, W, R	July 16, 17, 18	3 days	1:00—4:00 p.m.	9 hours	Karen Beaman	\$4.00	\$34.55
103-483-20772	T, W, R	November 12, 13, 14	3 days	9:00 a.m.—Noon	9 hours	JoAnne Smith	\$4.00	\$34.55

Learn how to turn on equipment; what to expect once it is on; and how to use a mouse, run software and give commands to the computer. Hands-on experience is emphasized. This beginning-level course introduces basic computer information. Each student is required to bring a jump drive to class.

COMPUTER BASICS 2

103-485-20773	Thursday	September 5, 12, 19	3 weeks	1:00—4:00 p.m.	9 hours	Karen Beaman	\$4.00	\$34.55
103-485-21758	T, W, R	November 19, 20, 21	3 days	9:00 a.m.—Noon	9 hours	Karen Beaman	\$4.00	\$34.55

Learn how to create and save documents; bold, italicize and format documents; and work with files and folders on a computer. Hands-on experience is emphasized. Each student is required to bring a jump drive to class.

COMPUTER BASICS 3

103-490-10153	T, W, R	June 11, 12, 13	3 days	1:00—4:00 p.m.	9 hours	Karen Beaman	\$4.00	\$34.55
103-490-20774	T, W, R	October 15, 16, 17	3 days	9:00 a.m.—Noon	9 hours	JoAnne Smith	\$4.00	\$34.55
103-490-21759	T, W, R	December 10, 11, 12	3 days	9:00 a.m.—Noon	9 hours	Karen Beaman	\$4.00	\$34.55

Learn how to browse and search web pages as well as send and receive email. Build on the skills learned in Computer Basics for Beginners 1 and 2. Each student is required to bring a jump drive to class.

COMPUTER BASICS 4

103-491-20775	T, W, R	December 3, 4, 5	3 days	1:00—4:00 p.m.	9 hours	Karen Beaman	\$4.00	\$34.55
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Explore in-depth concepts of computer software and hardware. This advanced computer basics course builds upon the knowledge and application technique skills learned in Computer Basics for Beginners 1, 2 and 3. Students need to bring a jump drive to class.

MICROSOFT EXCEL—LEVEL 1

103-453-20777	W, R	November 6, 7	2 days	Noon—4:30 p.m.	9 hours	Karen Beaman	\$4.00	\$34.55
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Provides a basic introduction to electronic spreadsheet software using Office XP. Spreadsheets enable you to enter data into rows and columns and then perform calculations on that data. Activities are focused on planning and creating a spreadsheet with emphasis on replicating, formatting and printing.

INTRODUCTION TO WINDOWS 7

103-601-20766	Monday	November 11	1 time	1:00—4:00 p.m.	3 hours	Karen Beaman	\$19.15	\$24.20
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Are you looking for an overview of the Windows 7 new operating system? This class is designed to make everyday computer tasks simple and easy. Learn to search and find files, connect to a network, arrange window panes side by side and other cool features.

MPTC COMPUTER CLASSES FOR RECREATION

COURSE #	DAY	DATE	DAYS / WEEKS	TIME	TOTAL TIME	INSTRUCTOR	COST (62+)	COST (<62)
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BEGINNING DIGITAL CAMERAS

203-640-20746	Tuesday	August 6	1 time	9:00 a.m.—1:00 p.m.	4 hrs	JoAnne Smith	\$19.15	\$24.20
203-640-20770	Tuesday	November 12	1 time	1:00—5:00 p.m.	4 hrs	JoAnne Smith	\$19.15	\$24.20

Examine the features of digital cameras. Learn the technology and jargon associated with digital cameras such as megapixel and flash memory. Experiment with different types of digital cameras and learn how to share your digital photos with friends and family by email or over the internet.

INTERMEDIATE DIGITAL CAMERAS

203-641-20771	Tuesday	October 15	1 time	1:00—5:00 p.m.	4 hrs	JoAnne Smith	\$19.15	\$24.20
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Discover tools to improve both your digital pictures and your digital photography skills.

DIGITAL PHOTO FUN

203-625-20748	Thursday	August 8	1 time	9:00 a.m.—1:00 p.m.	4 hrs	JoAnne Smith	\$19.15	\$24.20
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Learn fun and creative ways to use those digital photos you've taken. The class will touch on the techniques used in digital scrapbooking and how to create photo wear and gifts. Several software packages will be demonstrated to help you create photo "stories" to share! Come join in the fun!

TRAVEL PHOTOGRAPHY

203-612-10166	Thursday	June 20	1 time	9:00 a.m.—Noon	3 hrs	JoAnne Smith	\$19.15	\$24.20
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Explores the use of film and digital cameras in travel photography. Introduces standard methods of picture composition. Examines how to train the eye to see pictures as they appear on film.

PINTEREST

103-669-10161	Wednesday	June 19	1 time	1:00—3:00 p.m.	2 hrs	JoAnne Smith	\$11.58	\$14.10
103-669-21789	Monday	August 26	1 time	1:00—4:00 p.m.	3 hrs	JoAnne Smith	\$19.15	\$24.20
103-669-20768	Wednesday	October 16	1 time	1:00—4:00 p.m.	3 hrs	JoAnne Smith	\$19.15	\$24.20

Pinterest lets you organize and share beautiful things you find on the web. People use pinboards to plan weddings, decorate homes, and organize favorite recipes. Learn to browse pinboards and get inspiration from others who share your interests. Jump drive needed.

SETTING UP YOUR FACEBOOK PROFILE

103-668-21706	Tuesday	August 27	1 time	9:00 a.m.—1:00 p.m.	4 hrs	JoAnne Smith	\$19.15	\$24.20
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Your profile page on Facebook tells the world who you are. It includes information like your background, interests, hobbies, and more. We'll teach you how to fill out your profile to include your favorite things. Students should already have an e-mail account.

CONNECTING ON FACEBOOK

103-679-20633	Wednesday	August 7	1 time	Noon—4:00 p.m.	4 hrs.	JoAnne Smith	\$19.15	\$24.20
103-679-20767	Wednesday	November 13	1 time	1:00—5:00 p.m.	4 hrs.	JoAnne Smith	\$19.15	\$24.20

Now that you have a Facebook account, you will want to connect with your family and friends, upload pictures, understand newsfeeds, and more. Learn how to find friends and share your favorite photos with others.

USING CRAIGSLIST

103-603-21495	Tuesday	September 17	1 time	Noon—4:00 p.m.	4 hrs	Karen Beaman	\$19.15	\$24.20
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Learn about buying and selling items on Craigslist, including how to get started, how Craigslist works, understanding the options for listing and paying for items, and developing an awareness of security issues.

MORE MPTC COMPUTER CLASSES FOR RECREATION

COURSE #	DAY	DATE	DAYS / WEEKS	TIME	TOTAL TIME	INSTRUCTOR	COST (62+)	COST (<62)
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IS THE iPad FOR YOU?

103-606-21704	Monday	August 26	1 time	9:00 a.m.—Noon	3 hrs	JoAnne Smith	\$19.15	\$24.20
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Learn about the iPad to determine if you could use the iPad instead of a computer and/or as an additional computer. Connect wirelessly to the Internet almost anywhere there is access to a cell tower to send and receive email, read books, take pictures, look at photos, write letters and essays, research family trees, play games, watch movies, and listen to music—all with limited computer knowledge. Find out what decisions you need to make prior to purchase.

INTRODUCTION TO USING THE iPad

103-607-21762	M, T, W	September 23, 24, 25	3 days	1:00—4:00 p.m.	9 hrs	JoAnne Smith	\$41.88	\$54.50
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Learn how to use the iPad including how to set it up, how to find, install and use productivity and entertainment apps, how to access the Internet and use email, how to create files, and tips on how to perform useful functions and enjoy other features. You will need to have your own iPad.

SMART VACATION—TRAVEL WISCONSIN

891-600-10198	Wednesday	June 19	1 time	9:00 a.m.—Noon	3 hrs	Karen Beaman	\$19.15	\$24.20
891-600-20785	Wednesday	September 11	1 time	1:00—4:00 p.m.	3 hrs	Karen Beaman	\$19.15	\$24.20

Discover wonderful opportunities for affordable, fun and interesting vacations for all ages in our own beautiful state.

JUMP INTO GENEALOGY

803-601-10324	Tuesday	June 25	1 time	12:30—4:30 p.m.	4 hrs	Lara Grant	\$19.15	\$24.20
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Learn the basics of researching your genealogy including interviewing relatives, reviewing family documents, searching courthouse documents and cemeteries and accessing internet tools.

OTHER MPTC RECREATIONAL CLASSES

COURSE #	DAY	DATE	DAYS / WEEKS	TIME	TOTAL TIME	INSTRUCTOR	COST (62+)	COST (<62)
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BEGINNING YOGA

807-600-20783	Thursday	Sep. 5, 12, 19, 26, Oct. 3, 10	6 weeks	10:30—11:30 a.m.	6 hrs	Jeanne McDowell	\$26.73	\$34.30
807-600-20784	Thursday	Oct. 17, 24, 31, Nov. 7, 14, 21	6 weeks	10:30—11:30 a.m.	6 hrs	Jeanne McDowell	\$26.73	\$34.30

Introduces students to all the essentials of yoga practice; breathing techniques, safe and relaxing yoga stretches, basic yoga postures, and guided relaxation techniques. Students should bring a yoga mat or blanket.

QUILTING PROJECTS FOR PROFIT—WORKSHOP

301-413-10226	Monday	June 10, 17	2 weeks	1:00—4:00 p.m.	6 hrs.	Beth Herriges	\$4.00	\$22.33
301-413-21408	Thursday	October 3, 10	2 weeks	1:00—4:00 p.m.	6 hrs.	Beth Herriges	\$4.00	\$22.33

Learn specialized techniques to plan and sew salable quilted projects. Various aspects of small business operation are covered while students work on individual projects.