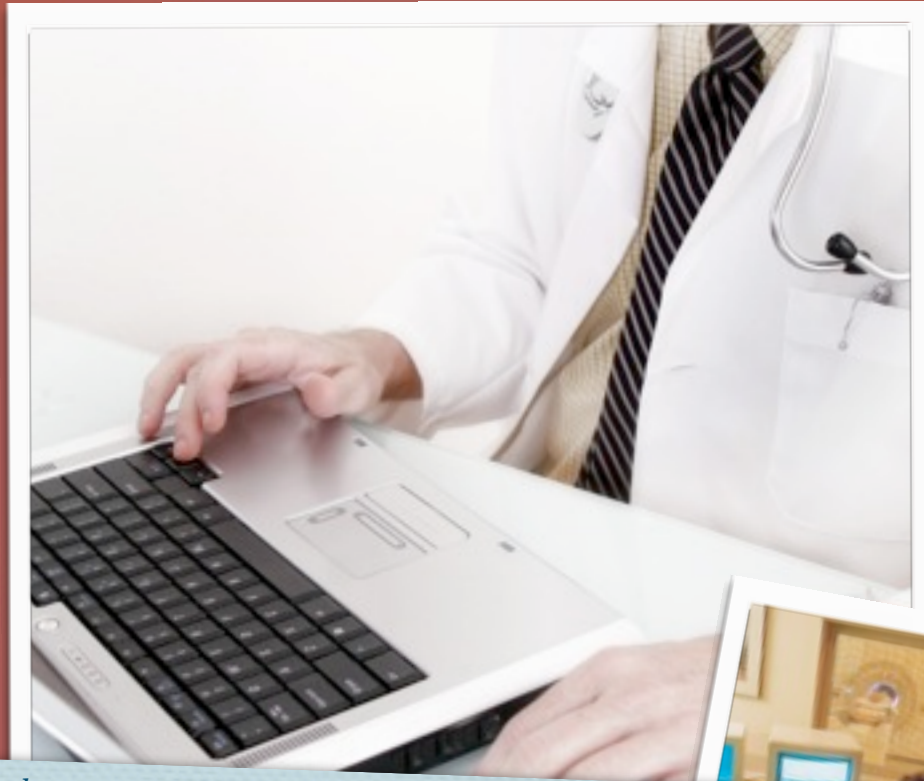




COMPUTERS IN THE MEDICAL OFFICE



Computers play such an important roll in today's world. With computers constantly changing, sometimes it may feel a little overwhelming. This class may help you if you are already at a job or are looking for a job in the medical field.



Keyboarding

#3200 Aug 29-Oct 10, Monday & Wednesday from 6-8 pm at the Pinehurst Campus

#3201 Sep 1-Oct 29, Tuesday & Thursday from 9-11 am at the Hoke Center, Raeford

Windows XP, Word, Excel & PowerPoint 2007

#3202 Aug 27-Dec 17, Saturday from 9-Noon at the Pinehurst Campus

#3203 Oct 12-Dec 14, Monday & Wednesday from 6-8 pm at the Pinehurst Campus

#3204 Oct 13-Dec 15, Tuesday & Thursday from 8:30-11 am at the Hoke Center

to register please call 910.695.3980 ~ space is limited