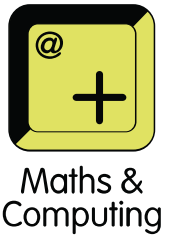




# CLAREMONT HIGH SCHOOL

## Intermediate Computing



### *Background*



The course is designed for those who wish to have a basic understanding of computing and those that have completed the computing for beginners course. It will cover how to use intermediate features of; Word 2007, Powerpoint 2007, Excel 2007, Internet and email use.

### Course outline

- Intermediate features of:
  - Word 2007
  - Powerpoint 2007
  - Excel 2007
  - Internet and email use.

**Dates:** A nine week course commencing on 11th October 2010.

**Time:** 1.30pm-3.30pm

**Registration Day:** Monday 4th October, from 11am-1pm

**For further details on how to register for this course, contact:**

Sally Francis

Email: [Sally.Francis@claremont-high.org.uk](mailto:Sally.Francis@claremont-high.org.uk)

Phone: 0844 8500093