



IT and LRC Classes:

Please register for all classes by calling 717-815-1559. You will be asked to leave your name, the class you are signing up for, and your email address. The email address is important because this is how we will communicate should any time, classroom changes or cancellations have to be made for a session. Drop-ins are always welcome, but we cannot guarantee a space or notification of any changes to the session.

Understanding the Reference tab in Word 2007: This is a 1 hour class where we will look at the features on this tab. In particular we will be looking at the footnotes and Citations& Bibliography groups. By the end of class students will have practiced both and be able to apply this to their own work.

Offered: September 17th at 3:30-4:30pm(PAC184), October 7th at 3:30-4:30pm(PAC184), October 22 at 8-9am(PAC184)

Expression Web (part 1): This is a 1 hour session to get students started with the creation of a personal webpage. By the end of this session students will have created 2 pages using page layout tables containing text and two different types of hyperlinks. Please come to class with ideas of what you want on your homepage.

Offered: September 19th at 10-11am(PAC186), October 1st at 10:30-11:30am(PAC184), October 2th at 3:30-4:30pm(PAC186)

Expression Web (part 2): This is a 1 hour session which builds on the pages created in part 1 of this series. Students will learn how to perform simple edits to the page, insert pictures, construct a navigation using buttons, and will have their personal webpage finished.

Offered: September 29th at 3:30-4:30pm(PAC186), October 3th at 2:30-3:30pm(PAC186), October 8th at 10:30-11:30am(PAC184)

Open Questions: Wondering where that one particular little feature went? This is a chance to bring those questions you have about Office 2007.

Open Questions: Word 2007 –Questions related to Word 2007

Offered: September 15th at 1-2pm, October 3th at 9-10am, November 11 at 3:30-4:30pm, December 4 at 3:30-4:30pm

Open Questions: PowerPoint 2007–Questions related to PowerPoint 2007

Offered: October 28th at 3:30-4:30pm, November 5 at 9-10am, December 5 at 1-2pm

Open Questions: Expression Web –Questions related to Expression Web

Offered: October 7th at 1-2pm, October 29th at 3:30-4:30pm, November 19 at 9-10am

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