



**ECC One Stop Center ~ Evening  
 Computer Class Schedule  
 Windows Vista & MS Office 2007  
 Tuesday & Thursday 5:00 - 8:00 PM**

**These classes are held for 2 weeks ~ 4 classes**

Course	Course #	Dates
Intro to Basic Keyboarding	C150	12/9, 12/11 12/16, 12/18
Basic MS Word Applications	C151	12/16, 12/18 12/23, 12/30
Intro to Basic Keyboarding	C156	1/6, 1/8 1/13, 1/15
Basic MS Excel Applications	C157	1/6, 1/8 1/13, 1/15
Basic MS Access Applications	C158	1/20, 1/22 1/27, 1/29
Intro to Basic Keyboarding	C161	2/3, 2/5 2/10, 2/12
Basic MS PowerPoint Applications	C162	2/3, 2/5 2/10, 2/12
Basic Windows Vista Applications	C163	2/17, 2/19 2/24, 2/26
Intro to Basic Keyboarding	C165	3/3, 3/5 3/10, 3/12
Basic MS Word Applications	C166	3/3, 3/5 3/10, 3/12
Basic MS Excel Applications	C168	3/17, 3/19 3/24, 3/26
Intro to Basic Keyboarding	C169	3/31, 4/2 4/7, 4/9
Basic MS Access Applications	C170	3/31, 4/2 4/7, 4/9

**These classes are held 3 weeks ~ 6 classes**

**You will receive more time to cover more topics,  
 perfect your skills and practice.**

Course	Course #	Dates
Basic MS Access Applications	C155	12/2, 12/4, 12/9, 12/11, 12/16, 12/18
Basic Windows Vista Applications	C158	1/6, 1/8, 1/13, 1/15, 1/20, 1/22
Basic MS Word Applications	C160	1/27, 1/29, 2/3, 2/5, 2/10, 2/12
Basic MS Excel Applications	C164	2/17, 2/19, 2/24, 2/26, 3/3, 3/5
Basic MS Access Applications	C167	3/10, 3/12, 3/17, 3/19, 3/24, 3/26
Basic MS PowerPoint Applications	C171	3/31, 4/2, 4/7, 4/9, 4/14, 4/16
Basic Windows Vista Applications	C173	4/21, 4/23, 4/28, 4/30, 5/5, 5/7
Basic MS Word Applications	C176	5/12, 5/14, 5/19 5/21, 5/26, 5/28
Basic MS Excel Applications	C179	6/2, 6/4, 6/9, 6/11, 6/16, 6/18



**Register on-line at [www.econestop.org](http://www.econestop.org) or call  
 Workforce Development at 851-1800 for more information**

Equal Opportunity Employer/Program Auxiliary aids available upon request to individuals with disabilities