



# TLG Basic Computer Program

Kitchener &  
Cambridge  
Starting Now!

## TLG Computer Basics

Do you want to prepare for online learning? Do you want to be more confident using your e-mail? Or do you want to upload your resume to apply for a job online?

### Our computer classes

- Go at your speed
- Have small student numbers (3-6)
- Build your confidence!

### Learn

- ✓ Basic keyboard and mouse skills
- ✓ How to save to a USB
- ✓ How to attach your resume to an e-mail
- ✓ How to protect your privacy
- ✓ How to avoid viruses
- ✓ E-mail etiquette
- ✓ Safe internet use
- ✓ Much more!

- ✓ Cambridge and Kitchener classes
- ✓ 2 hours per week for 6 weeks
- ✓ Morning, afternoon and evening classes
- ✓ A new class starting every month



Reduce your frustration

For Kitchener classes

Contact Sue

[suedamon@theliteracygroup.com](mailto:suedamon@theliteracygroup.com)

For Cambridge classes

Contact Lisa or Julie

[lisa@theliteracygroup.com](mailto:lisa@theliteracygroup.com)

[julie@theliteracygroup.com](mailto:julie@theliteracygroup.com)

519-743-6090