

FREE COMPUTER WORKSHOPS

EVERY MONDAY EVENING AND TUESDAY AFTERNOON

Intensive Hands-On Tutorials for the Intermediate-to-Advanced Computer User @ Brooklyn College

All are welcome! NO REGISTRATION NECESSARY. Questions? Please call (718) 951-4672 or email Albrecht@brooklyn.cuny.edu.

MLA Formatting

Learn how to properly cite and format your academic research papers.

Monday, February 23	6:30pm – 7:45pm	Library 122
Repeated Tuesday, February 24	3:40pm – 4:55pm	Library 122

Intuit QuickBooks

Automated financial accounting that conforms to all professional and legal standards.

Quickbooks Part 1	Monday, March 2	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, March 3	3:40pm – 4:55pm	Library 122
Quickbooks Part 2	Monday, March 9	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, March 10	3:40pm – 4:55pm	Library 122

Microsoft PowerPoint

Create and display richly composed slide shows for public speaking and a variety of other applications.

PowerPoint, Part 1	Monday, March 16	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, March 17	3:40pm – 4:55pm	Library 122
PowerPoint, Part 2	Monday, March 23	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, March 24	3:40pm – 4:55pm	Library 122

Microsoft Excel

The ideal tool for recording, viewing, and retrieving statistical, financial, and organizational data.

Excel, Part 1	Monday, March 30	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, March 31	3:40pm – 4:55pm	Library 122
Excel, Part 2	Monday, April 13	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, April 14	3:40pm – 4:55pm	Library 122
Excel, Part 3	Monday, April 20	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, April 21	3:40pm – 4:55pm	Library 122

IBM SPSS

The professional and academic standard of statistical analyses software.

SPSS, Part 1	Monday, April 27	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, April 28	3:40pm – 4:55pm	Library 122
SPSS, Part 2	Monday, May 4	6:30pm – 7:45pm	Library 122
	Repeated Tuesday, May 5	3:40pm – 4:55pm	Library 122

