Computer Essentials For The Workplace

Course Overview $120

This introductory course is designed to provide you with basic knowledge about essential computer functions. Learn about the basic anatomy of a computer, become familiar with various operating systems and parts of a network, and finally, become confident with your abilities to carry out basic troubleshooting.

Students will receive a Letter of Successful Completion at the end of each course, recognizing their understanding and mastering of the course competencies.

Approximately one week before the course starts you will receive a confirmation email that provides additional course details.

7 hours
Offered in-person

1 **2024S CEMA 112 101**
February 13, 2024
Tuesday | 8:00am - 4:00pm
Registration recommended by
Monday, February 5, 2024

Please register before the recommended date as courses under-enrolled as of this date may be cancelled. Registrations after this date will be accepted if space is available.

Ready to Register?

Request for Registration Online Form; and/or
Sponsor an Employee Form

FOR MORE INFORMATION:

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& Continuing Education