

For a complete listing of classes available, please visit our website at morainepark.edu and click on **Programs & Courses**.

Register by Phone:

920-924-3207 or 1-800-472-4554

Register In Person:

Stop by Student Services at one of our Campus* locations starred below.

Phone and In-Person

Registration Hours-Academic Year

Monday–Thursday 7:30 a.m.-6:30 p.m.
Friday 7:30 a.m. - 4:30 p.m.

Summer Hours

Monday–Thursday 7:30 a.m.-6:30 p.m.
Closed Fridays in June and July

Registrations requested at least one week prior to class.

****Prices may vary by location***

Locations

Beaver Dam Campus*

700 Gould Street
Beaver Dam, WI 53916-1994

Fond du Lac Campus*

235 North National Avenue
PO Box 1940
Fond du Lac, WI 54936-1940

West Bend Campus*

2151 North Main Street
West Bend, WI 53090-1598

Jackson Regional Center

N173 W21150 Northwest Passage Way
Jackson, WI 53037

Ripon Regional Center

850 Tiger Drive
Ripon, WI 54971-0313

Moraine Park Technical College does not discriminate on the basis of race, color, national origin, sex, disability or age in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the college's nondiscrimination policies: Equal Opportunity Officer, Moraine Park Technical College, 235 North National Avenue, PO Box 1940, Fond du Lac, WI 54936-1940.



152-405 Introduction to Personal Website Design

3 Hrs. - \$17.54 (62 & over \$4.50)

Overview of how to design, develop, publish, and promote a web page using basic development concepts. Build your personal online identity.

10200 FDC R 05:30P-08:25P Kraft 06/01-06/01

103-403 Google Drive Fundamentals

4 Hrs. - \$17.54 (62 & over \$4.50)

Google Drive is a cloud-based office productivity suite, enabling the creation of text documents, slide presentations, web forms and drawings all stored in one location and accessible from anywhere. Items in Google Drive can be created, stored and edited by individuals or shared with collaborators in real time. Students learn how to create, format, and share documents, spreadsheets, presentations, and forms. Tips on organizing, searching and time saving techniques will be shared. This is a hands-on workshop for anyone with a google account. Please bring your log-in information and passwords to class.

10074 FDC R 05:30P-09:25P Mitchell 06/01-06/01

103-442 Internet Auctions - Buying and Selling for Profit

9 Hrs. - \$37.09 (62 & over \$4.50)

Investigate buying and selling, online auctions and payment options using the Internet. Discuss post-auction activities and fraudulent transaction protection. Designed for participants investigating options for online selling as a business. Please bring your log-in information and passwords to class.

10201 WBC MW 09:00A-11:55A Kraft 06/05-06/12

103-482 Microsoft Word - 9 Hours Silver

9 Hrs. - \$37.09 (62 & over \$4.50)

Learn word processing applications, functions and features & how to create, edit & save documents. Apply & use wizards and templates. Students are required to bring a jump drive to class. Silver classes are introductory classes that provide a basic understanding of the software application typically required for home use. Textbook recommended.

10169 FDC M 05:30P-08:25P Hass 06/05-06/19

103-647 Cloud Computing Basics

3 Hrs. - \$26.10 (62 & over \$20.70)

Confused by the Cloud? You are not alone. We'll cover key points about cloud computing to help you reap its benefits and get you into the 21st century. This class is hands on and meets in a computer lab.

10079 FDC R 05:30P-08:25P Mitchell 06/08-06/08



Classes Continued

103-660 Windows 10 Overview – Demo Class

2.5 Hrs. - \$26.10 (62 & over \$20.70)

Windows 10 combines the strengths of Windows 8 & Windows 7. It is easy to use, with lots of similarities to Windows 7 including the Start menu. It has more built-in security to help keep you safe and is designed to work with software and hardware you already have.

10122 FDC T 05:30P-07:55P McFadden 06/06-06/06

103-483 Computer Basics for Beginners 1

9 Hrs. - \$37.09 (62 & over \$4.50)

Learn how to turn on equipment; what to expect once it is on; and how to use a mouse, run software and give commands to the computer. Hands-on experience is emphasized. This beginning-level course introduces basic computer information. Each student is required to bring a jump drive to class. Textbook optional.

10078 WBC WR 09:00A-11:55A Tess 06/07-06/14

10081 BDC TR 05:30P-08:25P Brueggemann 06/13-06/20

103-672 Google Docs

3 Hrs. - \$26.10 (62 & over \$20.70)

Google docs is similar to and compatible with Microsoft Office. If you are looking for a free online word processor that lets you create and format text documents, Google Docs is it. Learn how to gain access to Google Docs and files you previously created in MS Office. Please bring your log-in information and passwords to class.

10174 FDC M 09:00A-11:55A Stadler 06/12-06/12

103-665 Which Smart Phone is Right for You?

2 Hrs. - \$15.30 (62 & over \$12.60)

iPhone or Android? With so many smart phone manufacturers; Apple, Samsung, LG, Motorola or the many other manufacturers of Android devices, it can be difficult to know which one will meet your needs. In this class, we will compare the features of the top brands on the market and determine which smart phone is right for you. Held at the Fond du Lac Senior Center, 151 E. First Street.

10202 FDL-SC T 01:00P-02:55P Kraft 06/13-06/13

103-695 Android Smartphone Basics

3 Hrs. - \$26.10 (62 & over \$20.70)

Get more out of your Android smartphone. Learn how to adjust settings, increase battery life, and use your mobile data efficiently. Learn how to download apps, movies, books, and more from the Google Play store. Bring your charged Android smartphone to class.

10082 WBC T 05:30P-08:25P Schroeder 06/13-06/13

103-485 Computer Basics for Beginners 2

9 Hrs. - \$37.09 (62 & over \$4.50)

Learn how to create and save documents; bold, italicize and format documents; and work with files and folders on a computer. Hands-on experience is emphasized. Each student is required to bring a jump drive to class. Textbook optional.

10083 WBC WR 09:00A-11:55A Tess 06/15-06/22

10084 BDC TR 05:30P-08:25P Brueggemann 06/22-06/29

103-635 Getting to Know Your Mac Computer-Level 1

3 Hrs. - \$26.10 (62 & over \$20.70)

Get the most from your Apple Computer, or if you are a PC user who has just switched to the Mac, this course will help you develop a foundation of skills that will allow you to tap into the full power of your Mac. In this course you will learn how to navigate your Mac, create and store files where you can find them and customize your Mac so it works and looks the way you like it.

10139 WBC W 06:00P-08:55P Ferrer-Herrera 06/21-06/21

103-697 Android Tablet Basics

3 Hrs. - \$26.10 (62 & over \$20.70)

Explore the basic functions of the Android tablet. Become familiar with the controls, settings and downloading app features of your Android tablet. Bring a fully charged Android tablet to class. Please bring your log-in information and passwords to class. Held at the Fond du Lac Senior Center, 151 E. First Street.

10204 FDL-SC R 09:00A-11:55A Kraft 06/22-06/22

Many more classes available!

Search our offerings at <http://www.morainepark.edu/programs-and-courses/class-schedule/>.

Interested in **Computer Basics Classes**? Search Keyword *Computer Basics*.