



Phipps Community Development Corporation

# Phipps Opportunity Center

Office of Educational Technology

3125 Third Ave 159th Street Bronx, NY 10451 (347) 329-3929

## February 2010

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
CLOSED	16	17	18	19
22	23	24	25	26

**Classes are from: 3pm to 4:30pm**

**Microsoft Excel:** 8, 10, and 17

**Internet Basics:** 22 and 24

## March 2010

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

**Classes are from: 3pm to 4:30pm**

**Open Lab & Tutoring:** 1 and 3

**How to Use Maps on the Internet:** 8 and 10

**Microsoft Word; Intermediate Topics:** 15 and 17

**How to Pay Bills Online:** 22

**How to Shop Smart & Safely Online:** 24

**End of Month Review:** 29 and 31

## April 2010

Mon	Tue	Wed	Thu	Fri
			1	2
No Class	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**Classes are from: 3pm to 4:30pm**

**No Class:** 5

**Get Your Gmail:** 7

**Job Searching Using the Internet:** 12 and 14

**Creating PowerPoint Presentations:** 19, 21, 26, and 28

## **Mission Statement: Phipps CDC Educational Technology**

Our goal is to enrich the learning experiences of our clients and students by providing them with a set of comprehensive technology classes to educate individuals with 21st century skills.

By ensuring free professional training and reliable computer and internet resources, we create a means by which our participants have access to genuine opportunities to become empowered and proactive in the pursuit of skills and resources that make them competitive, marketable and active participants in the global economy.

Register on-site. Call **718-620-1900** if you have any questions. All classes and workshops are **First Come First Served** basis and **FREE**..

**Español:** Registrarse ante clase. Si tienes preguntas, llame **718-620-1900**. Los primeros que se presentan son primeros servido. Las clases son **GRATIS**.

**PhippsCDC Educational Technology**  
at Phipps Opportunity Center  
3125 Third Avenue 159th St.  
Bronx, New York 10451

**Please visit us at:**  
[www.phippswestfarms.org](http://www.phippswestfarms.org)