

## GCCS, City of Charlestown announce Adult Education Technology Classes

Written by Janna Ross

Tuesday, 26 April 2011 00:00 - Last Updated Tuesday, 26 April 2011 12:48

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Greater Clark County Schools and the City of Charlestown held a press conference on Tuesday, April 26 to discuss the measurable benefits of the partnership between Greater Clark County Schools and the City of Charlestown, its effect on Charlestown High School students, and to announce Adult Education technology classes that will be offered to community.

In 2009, Greater Clark County Schools, in partnership with the City of Charlestown, implemented the One-to-One Laptop Computer Initiative Program to give every student at Charlestown High School and seventh and eighth grade students (sixth grade computers are classroom based) at Charlestown Middle School laptop computers to take home and to use the laptops to integrate computer technology into the regular school curriculum. The computer initiative was in line with and supported the City of Charlestown's economic development initiative to become a technology center where citizens of Charlestown can obtain enhanced technology skills and work in technology businesses that are recruited to the area. The partnership has a synergy where education and economic development are working on a common mission to provide a viable prosperous community in which to work and live.

In 2010, the Greater Clark County Schools Board of Trustees approved an interlocal agreement with the City of Charlestown to fund a full-time teacher to lead career oriented technology classes at Charlestown High School. Since this position has been implemented, over 50 Charlestown High School students have received IC3 Computer Technology Certification. The Internet and Computing Core Certification (IC3) program is the world's first validated, standards-based training, and certification program for basic computing and Internet knowledge and skills. Successful completion of IC3 ensures students have the knowledge and skills required for basic use of computer hardware, software, networks, and the Internet. IC3 is a gateway to advancement in education, employment, or other certification programs. IC3 Certification also prepares a student for an entry level technology position in private business.

Beginning May 9, Greater Clark County Schools will offer Adult Education technology classes at Charlestown High School. Five different classes will be offered that will afford community members the opportunity to qualify for IC3 Certification. The classes are designed to help parents understand what students are learning in the classroom or to help business community members enhance their computer skills.

Charlestown High School  
Adult Technology Classes  
Spring 2011

\*Course 101- Computing Fundamentals- Join the computer revolution! Taught in a fun and relaxed atmosphere, this course is designed to bring the new computer user into the computer age. Topics introduced include terminology and using the Windows environment, as well as a brief overview of software applications. Prerequisite: Keyboarding. Class fee: \$65 (minimum of six attendees). Option 1- Mondays; six sessions for 1 hour, 45 minutes each over six weeks; begins May 9 at 6 p.m.; Option 2- Tuesdays and Thursdays; six sessions for 1 hour, 45 minutes each over three weeks; beginning May 10 at 6 p.m.

Course 102- Living Online- You will learn network fundamentals, using the internet and the world wide web, computer safety and ethics, communication services, and many more topics are covered. Prerequisite: Keyboarding. Class fee: \$65 (minimum of six attendees).

Option 1- Mondays; six sessions for 1 hour, 45 minutes each over six weeks; begins May 9 at 6 p.m. Option 2- Tuesdays and Thursdays; six sessions for 1 hour, 45 minutes each over three

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Course 103- Microsoft Word 2007- Class Description: Learn master word processing in Microsoft Word 2007. Create documents and make them visually appealing. Easily add/edit text, insert pictures, change settings, enhance the page, add tables, and more. Learn formatting, spell checking, tabs and indents, headers and footers, printing, and more.

Prerequisite: Working knowledge of Windows. Class fee: \$65 (minimum of six attendees). Six sessions for 1 hour, 45 minutes each over six weeks Option 1- Tuesdays; begins May 10 at 6 p.m. Option 2- Thursdays; begins May 12 at 6 p.m.

Course 104- Microsoft Excel 2007- Beginner's Level; you will learn how to create a new workbook, enter and edit text and numbers, and insert and delete columns and rows. You will also gain knowledge of formulas, functions, and formatting. Create worksheets with embedded charts. Information technology (IT).

Prerequisite: Keyboarding. Class fee: \$55 (minimum six attendees). Six sessions for 1 hour, 30 minutes each over six weeks. Option 1- Tuesdays; begins May 10 at 6 p.m. Option 2- Thursdays; begins May 12 at 6 p.m.

Course 105- Microsoft PowerPoint 2007- Build professional-looking presentations with PowerPoint 2007. Create slides, add backgrounds, insert and move images, enter and edit text, use the toolbars, change layout, modify textboxes, apply effects to pictures, and many more topics are covered. Prerequisite: Keyboarding. Class fee: \$40 (minimum five attendees). Four sessions for 1 hour, 30 minutes each over six weeks. Option 1- Tuesdays; begins May 10 at 6 p.m. Option 2- Thursdays; begins May 12 at 6 p.m.

### **For Your Information**

All classes are limited (maximum enrollment 20) and registrations are taken on a first-come, first-serve basis.

All registration and other fees are due before the first class meeting.

Registration fees are not refundable after the first class meeting.

Any questions or comments may be directed to Jackie Love at 288-4802 x 332.

Make checks payable to "Greater Clark County Schools".

Contact the GCCS Administration Building (812) 283-0701 or Charlestown High School (812) 256-3328 for a registration form.

The partnership between Greater Clark County Schools and the City of Charlestown is providing students and the community the ability to increase their understanding of technology and use their knowledge and skills in the business world.