



MISERICORDIA  
UNIVERSITY

# Fun Fitness

**Fall 2020**  
Non-Credit & Special Programs for Life

## COMPUTER CLASSES

### COMPUTERS 110: GETTING STARTED AND MOVING FORWARD

Take the mystery out of your computer. It is never too late to learn! In this class, you will discover the fundamentals of today's computer technology and the basics of Microsoft Office, with an emphasis on Word and Excel. In this dynamic and interactive class you set the pace.

**Dates:** Wednesdays, September 9, 16, 23, 30; October 7

**Times:** 6:00 – 8:00 pm

**Instructor:** Rich Fufaro

**Location:** Mercy Hall, Room MER 371

**Cost:** \$120.00 Discounts do not apply.

**Advance registration required.**

**To register, email [funfitness@misericordia.edu](mailto:funfitness@misericordia.edu)**

### ADVANCED COMPUTER TECHNOLOGY

Want to know more? This class is designed for those with a desire to advance their knowledge of computers. Discover the more powerful features of Microsoft Office, including elements of MS PowerPoint and MS Access. Learning to master the Internet and the virtual

world is at your fingertips. Get the most from your computer—maintain your computer's performance and privacy through diagnosis and anti-spyware tools.

*Prerequisite:* Some computer familiarity

**Dates:** Wednesdays, October 21, 28; November 4, 11, 18

**Times:** 6:00 – 8:00 pm

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### NEW THIS FALL!

We are delighted to announce a new and exciting way for you to show off your accomplishments. Upon successful completion each of these computer classes, learners will receive a "digital badge". Badges are digital credentials, represented by an icon, that validate your learning, skill, interest, or accomplishment. Proudly display your badge in your digital resume, email signature, LinkedIn profile, or anywhere you want to be recognized for attaining new knowledge or skills.

**Visit us at [www.misericordia.edu/funandfitness](http://www.misericordia.edu/funandfitness) for all our programs!**

The Center for Adult & Continuing Education at Misericordia University