



REGISTER EARLY!



GETTING THE MOST OUT OF YOUR HOME COMPUTER

Windows 2007

Adults Senior High Room 2013 Entrance 24

\$34 Residents; \$51 Non-Residents

This class explores some of the basics and more interesting but lesser known areas of home computing. You will learn more about using your computer for tasks that you may not use it for now, including learning the terminology, resources on the internet, creating various documents, learning how to save and find files, and customizing settings on your computer. Your class instructor will be Larry Rowe.

Monday, April 16—May 21 6:00—7:30 pm
Activity Code: F201.301

MICROSOFT EXCEL *For The Beginner* **Adults Senior High Room 2013 Entrance 24** **Microsoft Office Version 2007**

\$34 Residents; \$51 Non-Residents

This course is intended to introduce you to the program and help you find uses for it in your home, class, or business. This course is intended for people that are comfortable finding their way around their computer, and have an interest in learning how a spreadsheet program works. Your class instructor will be Larry Rowe.

Monday, April 16—May 21 7:30—9:00 pm
Activity Code: F201.302

BEGINNING MICROSOFT OFFICE

Microsoft Office Version 2007

Adults Senior High Room 2013 Entrance 24

\$34 Residents; \$51 Non-Residents

This is a beginning course for learning the basics of the Microsoft Office package including Word, Excel and Power Point. How to use these programs at home or work will be explored. This class is intended for people who have a basic knowledge of computers and are able to do some elementary tasks on their computer, i.e. open programs and use a mouse. Your class instructor will be Larry Rowe.

Wednesday, April 18—May 23
6:00—7:30 pm
Activity Code: F201.303

INTERMEDIATE MICROSOFT OFFICE

Microsoft Office Version 2007

Adults Senior High Room 2013 Entrance 24

\$34 Residents; \$51 Non-Residents

This course will go into a higher level of using the Microsoft Office package, including Word, Excel and Power Point. Creating more sophisticated and more technically useful documents is a goal of this course. Your class instructor will be Larry Rowe.

Wednesday, April 18—May 23 7:30—9:00 pm
Activity Code: F201.304



REGISTRATION FORM

South Milwaukee Recreation Dept.
 901 15th Avenue
 South Milwaukee, WI 53172
 417-766-5081 or 414-766-5082
www.smrecdept.org

Register Early!

PART 1 - FAMILY INFORMATION (please print clearly)

Family Last Name: _____ First Name: _____

Address: _____ City: _____ Zip: _____

Home Ph:(____)-____-____ Business Ph:(____)-____-____ Cell Ph:(____)-____-____

e-mail address: _____

PART 2 - SIGN THE WAIVER/RELEASE

I, the undersigned do hereby agree to allow the individual named herein to participate in the activities indicated. I am aware and understand there may be potential risk inherent with participation in any recreation activity, and that the School District of South Milwaukee does not provide accident insurance and cannot assume responsibility for injury to any participants in the recreation programs. I further understand the eligibility requirements for the program as stated in the department brochure or flyers and that there is no transfer of fees allowed or refunds given unless the department changes a class. I also agree to allow publication of any photos taken of me or the participant (S) at any program, event, or facility of the South Milwaukee Recreation Department.

Participant/Parent/Guardian Signature _____
Date

T-Shirt Size (if applicable) Youth Small 6-8 Youth Medium 10-12 Youth Large 16/18 Adult Small

PART 3 - PARTICIPANT INFORMATION

Participant Name	M/F	Date of Birth	Grade	Activity Name	Act Code	Fee

Special Information (i.e. medical, physical, allergies): _____

Payment TOTAL FEES: \$ _____ Check # _____ Cash _____ Money Order _____

PART 3 - MAIL-IN REGISTRATION FORM TO THE RECREATION DEPARTMENT

Make checks or money order payable to the South Milwaukee Recreation Department

Mark your calendars! We do not send confirmations. The Recreation Dept. will contact you in case a class is full, or if there is a waiting list for the program for which you registered. You may assume your registration has been processed as requested unless you hear from us. *Thank you for taking the time to register.*