

ITS-Educational Technology—Schedule of Free[©] Computer Workshops

Nov., 2009

Visit our
Technology ‘n’ Training
website and click on any work-
shop title to see a description:

www.uni.edu/its/et/tnt

Reservations are required.

*Call 273-2309 to make a reservation
or for further information.*

Most workshops assume *some* prior knowledge of computers, and pertain to both Macintosh and Windows computers.

Where?

Unless otherwise noted, workshops are held in the ITS-ET training lab located in 138 ITTC (Innovative Teaching and Technology Center—the former East Gym). Watch for signs directing you to the correct room.

Be sure to watch My Universe News or UNonline for announcements of changes and special workshops!

Monday	Tuesday	Wednesday	Thursday	Friday
2 9:00-10:50 Google Tools	3 12:00-1:50 Word 1 2:00-3:50 Makeup Session	4 9:00-10:50 Makeup Session	5 12:00-1:50 Word 2* 3:00-4:50 Creating Web Pages 1	6
9 10:00-11:50 Word 1	10 12:00-1:50 Excel 1 3:00-4:50 Creating and Editing Digital Images	11 10:00-11:50 Word 2*	12 12:00-1:50 Excel 2* 3:00-4:50 Creating Web Pages 2*	13
16 10:00-11:50 Excel 1	17 12:00-1:50 Word 3* 3:00-4:50 Creating Web Pages 3*	18 10:00-11:50 Excel2*	19 12:00-1:50 PowerPoint 1 3:00-4:50 Creating Materials for the Web	20
23 Thanksgiving Break	24	25	26 Happy Thanksgiving!	27
30 10:00-11:50 Word 3*				

***Workshops with an asterisk have prerequisites—be sure to ask!**

© ITS-ET’s workshops are free for all currently enrolled students, staff, and faculty of the University of Northern Iowa. Others may attend for a modest fee; please call the Educational Technology office, 273-2309, for further information.

Many of these workshops may also be taken for undergraduate credit.

Please visit our website or call 273-2309 for details.