



**COMPUTER SENIORS of AMERICA**

[www.computerseniors.org](http://www.computerseniors.org)  
410/336-5878



*January 2008*

*Wishing all a New Year filled with  
Good Friends, Good Health, Good Times, Good Cheer  
Hope 2008 is one of your Best*

## *Computer Classes for Seniors*

- *Classes are offered at the following Senior Centers:*
  - *Bain Center, 5470 Ruth Keeton Way, Columbia, MD 21044, 410/313-7213*
  - *Ellicott City Senior Center, 9401 Frederick Road, Ellicott City, MD 21042, 410/313-1400*
  - *Glenwood Senior Center, 2400 Route 97, Glenwood, MD 21738, 410/313-5440*
  - *Elkridge Senior Center, 6540 Washington Blvd, Elkridge, MD 21075, 410/313-5192*
- *Fee Waiver Policy (for those who can't afford the class fees) - have any non-profit organization – governmental, civic or religious – write a letter requesting that the class fee be reduced, or even waived, and why. Call CSA at 410/336-5878 for specific information.*
- *Inclement Weather Policy:*
  - *If Howard County schools are CLOSED, all CSA classes for the day are cancelled*
  - *If Howard County schools have a delayed opening (either a 1 hour or 2 hour), morning CSA classes will begin AT 10AM; afternoon CSA classes will begin as scheduled*
  - *If Howard County schools close early, afternoon CSA classes will be cancelled.*
  - *If the first day of a two-day class is cancelled, the second day will also be cancelled.*
  - *In the event of cancellation, students will be contacted to arrange for a rescheduled class date*
  - *ALWAYS CALL THE CENTER WHERE THE CLASS IS TO BE TAUGHT TO CHECK THE STATUS OF THE CLASS!*
- *Note: effective February 1 through April 15, 2008 afternoon classes and the Friday open lab at the Bain Center will be held from 2pm to 4pm*
- *See next page for the course description and class offering dates of our newest offering ...*

*PC Music 101*

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## *PC Music 101 ... A New Course Offering*

*Did you know that your PC can play music for you? This workshop will discuss and demonstrate the audio capability of "Windows Media Player" which is a program that is included with your Windows Operating System. You will learn how to (1) rip (copy) a music CD to your hard drive so that you can listen to it on your PC while you play solitaire, (2) burn (make) your own music CD to use with your home or car audio systems and (3) how to listen to any of the hundreds of "Radio Stations" worldwide. This 2 hour session is designed to give you enough basic knowledge to start you on your way to enjoying music on your Computer.*

*Offered at:*

- *GLENWOOD SENIOR CENTER: JANUARY 29 (1 - 3PM)*
- *BAIN CENTER: FEBRUARY 27 (2 - 4PM)*
- *ELLCOTT CITY SENIOR CENTER: MARCH 26 (9 - 11AM)*

### *INDIVIDUALIZED TUTORING*

*HAVE A SPECIAL PC PROJECT THAT YOU NEED SOME HELP WITH OR NEED TO LEARN A SUBJECT THAT ISN'T ACCOMMODATED BY OUR SCHEDULED CLASSES? THEN CSA'S "INDIVIDUALIZED TUTORING" MAY BE YOUR ANSWER! THE TUTORING IS PERFORMED BY ONE OF CSA'S HIGHLY QUALIFIED, AND PATIENT, INSTRUCTORS, ... RIGHT AT THE SENIOR CENTER. THE FEE IS ONLY \$15 PER HOUR OR PART THEREOF — WHAT A BARGAIN! CALL 410/336-5878 FOR ADDITIONAL INFORMATION OR TO MAKE ARRANGEMENTS.*



*COMPUTER SENIORS OF AMERICA, AN ALL VOLUNTEER HOWARD COUNTY MARYLAND BASED NON-PROFIT, OFFERS THE COUNTY'S 50 PLUS CITIZENS A VARIETY OF COMPUTER COURSES. CSA'S MONTHLY NEWSLETTER, "COURSE DESCRIPTIONS AND SPECIAL OFFERINGS CATALOG" AND FLYERS ARE AVAILABLE (1) IN SENIOR CENTERS (ASK AT THE INFORMATION DESK FOR LOCATION), (2) BY CALLING CSA AT 410/336-5878 OR (3) BY VISITING OUR WEBSITE AT [WWW.COMPUTERSENIORS.ORG](http://WWW.COMPUTERSENIORS.ORG).*

January 2008

# JANUARY - MARCH 2008

## CLASS OFFERING DATES AND TIMES

ADVANCE REGISTRATION IS REQUIRED AND MUST BE DONE AT  
THE CENTER WHERE THE CLASS IS SCHEDULED TO BE HELD  
(SEE CENTER ADDRESSES AND TELEPHONE NUMBERS ON FIRST PAGE OF THIS NEWSLETTER)

- ❖ **INTRODUCTION TO PERSONAL COMPUTERS FOR BEGINNERS, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"IF YOU KNOW NOTHING OR VERY LITTLE ABOUT THE PERSONAL COMPUTER, THIS IS THE PLACE TO START"*
  - ELLICOTT CITY SENIOR CENTER: JANUARY 29 & 30 (9 - 11AM); MARCH 31 & APRIL 1 (9 - 11AM)
  - BAIN CENTER: JANUARY 7 & 8 (1 - 3PM); MARCH 12 & 13 (2 - 4PM)
  - GLENWOOD SENIOR CENTER: FEBRUARY 19 & 21 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: JANUARY 7 & 8 (9:30 - 11:30AM)
- ❖ **INTRODUCTION TO PERSONAL COMPUTERS FOR INTERMEDIATE-LEVEL USERS, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"AFTER THE PREVIOUS COURSE, THIS IS THE ONE TO TAKE; OR IF YOU ARE FAMILIAR WITH THE PERSONAL COMPUTER, THIS COURSE IS A GOOD REVIEW"*
  - ELLICOTT CITY SENIOR CENTER: FEBRUARY 11 & 12 (9 - 11AM)
  - BAIN CENTER: JANUARY 22 & 23 (1 - 3PM); MARCH 26 & 27 (2 - 4PM)
  - GLENWOOD SENIOR CENTER: MARCH 3 & 4 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: JANUARY 22 & 23 (9:30 - 11:30AM)
- ❖ **INTERNET I: INTRODUCTION TO THE INTERNET AND E-MAIL, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"THIS COURSE WILL GET YOU COMFORTABLE WITH SURFING THE INTERNET AND SENDING E-MAIL IN 4 SHORT HOURS; COME ON AND JOIN CYBERSPACE"*
  - ELLICOTT CITY SENIOR CENTER: JANUARY 9 & 10 (1 - 3PM); MARCH 10 & 11 (9 - 11PM)
  - BAIN CENTER: FEBRUARY 20 & 21 (2 - 4PM)
  - GLENWOOD SENIOR CENTER: JANUARY 30 & 31 (1 - 3PM) <= CANCELLED; MARCH 31 & APRIL 1 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: FEBRUARY 4 & 5 (9:30 - 11:30AM)
- ❖ **INTERNET II: ADVANCED E-MAIL, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"THE PREVIOUS COURSE INTRODUCED YOU TO THE BASICS OF EMAIL, NOW THE GOOD STUFF"*
  - ELLICOTT CITY SENIOR CENTER: JANUARY 22 & 23 (9 - 11AM) <== NOTE CHANGE IN TIME; MARCH 24 & 25 (9 - 11AM)
  - BAIN CENTER: MARCH 3 & 4 (9 - 11AM)
  - GLENWOOD SENIOR CENTER: FEBRUARY 11 & 12 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: NO CLASSES SCHEDULED DURING THESE MONTHS
- ❖ **INTRODUCTION TO WORD PROCESSING, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"WANT TO WRITE A LETTER, CREATE A FLYER OR OTHER KIND OF DOCUMENT, THEN THIS COURSE WILL TAKE YOU THROUGH THE BASICS OF WORD PROCESSING"*
  - ELLICOTT CITY SENIOR CENTER: MARCH 5 & 6 (1 - 3PM)
  - BAIN CENTER: FEBRUARY 13 & 14 (2 - 4PM)
  - GLENWOOD SENIOR CENTER: JANUARY 23 & 24 (1 - 3PM); MARCH 24 & 25 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: FEBRUARY 20 & 21 (1 - 3PM)
- ❖ **BUYING AND SELLING ON EBAY, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"YOU'VE HEARD OF EBAY, NOW YOU CAN LEARN HOW TO USE IT TO SELL THE TREASURES IN YOUR CLOSETS, ... OR EVEN HOW TO PURCHASE MORE STUFF FOR PENNIES ON THE DOLLAR"*
  - ELLICOTT CITY SENIOR CENTER: FEBRUARY 20 & 21 (9 - 11AM)
  - BAIN CENTER: JANUARY 28 & 29 (1 - 3PM)
  - GLENWOOD SENIOR CENTER: MARCH 17 & 18 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: NO CLASSES SCHEDULED DURING THESE MONTHS
- ❖ **BASIC DIGITAL PHOTOGRAPHY, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"DO YOU WANT TO LEARN THE BASICS OF DIGITAL CAMERAS AND HOW TO USE A FREE IMAGE EDITING PROGRAM? THEN THIS IS THE COURSE FOR YOU"*
  - ELLICOTT CITY SENIOR CENTER: FEBRUARY 4 & 5 (9 - 11AM)
  - BAIN CENTER: JANUARY 14 & 15 (1 - 3PM); MARCH 17 & 18 (9 - 11AM)
  - GLENWOOD SENIOR CENTER: FEBRUARY 25 & 26 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: NO CLASSES SCHEDULED DURING THESE MONTHS

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- ❖ **IMAGE EDITING USING ADOBE'S PHOTOSHOP ELEMENTS, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"LEARN THE BASICS OF A VERY POWERFUL AND COMPREHENSIVE IMAGE EDITING PROGRAM"*
  - ELLICOTT CITY SENIOR CENTER: FEBRUARY 6 & 7 (9 - 11AM)
  - BAIN CENTER: JANUARY 9 & 10 (1 - 3PM)
  - GLENWOOD SENIOR CENTER: MARCH 10 & 11 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
- ❖ **HOW TO MAKE GREETING CARDS, AND MORE, USING YOUR COMPUTER, \$30 FEE (4 HOURS OF INSTRUCTION)**  
*"OUR INSTRUCTOR WILL TEACH YOU HOW TO MAKE GREETING CARDS, POSTERS, BROCHURES, BUSINESS CARDS AND A WHOLE LOT MORE; AND AS A BONUS, YOU WILL LEAVE WITH A COPY OF THE SOFTWARE PROGRAM"*
  - ELLICOTT CITY SENIOR CENTER: JANUARY 16 & 17 (9 - 11AM); MARCH 19 & 20 (9 - 11AM)
  - BAIN CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
  - GLENWOOD SENIOR CENTER: FEBRUARY 4 & 5 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
- ❖ **PC HOUSEKEEPING, \$15 FEE (2 HOURS OF INSTRUCTION)**  
*"NEED TO FIND OUT HOW TO TUNE UP YOUR PC OR HOW TO SAVE YOUR IMPORTANT DATA? WELL, THIS IS THE ONE TO SIGNUP FOR"*
  - ELLICOTT CITY SENIOR CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
  - BAIN CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
  - GLENWOOD SENIOR CENTER: JANUARY 14 (1 - 3PM)
  - ELKRIDGE SENIOR CENTER: *NO CLASSES SCHEDULED DURING THESE MONTHS*
- ❖ **PC Music 101, \$15 FEE (2 HOURS OF INSTRUCTION) - "A NEW COURSE!"**  
*"DID YOU KNOW THAT YOUR PC CAN PLAY MUSIC FOR YOU? THIS COURSE WILL SHOW YOU HOW."*
  - ELLICOTT CITY SENIOR CENTER: MARCH 26 (9 - 11AM)
  - BAIN CENTER: FEBRUARY 27 (2 - 4PM)
  - GLENWOOD SENIOR CENTER: JANUARY 29 (1 - 3PM)
- ❖ **OPEN PRACTICE LAB AND Q&A SESSIONS, NO FEE, ADVANCE REGISTRATION REQUESTED (ENSURES ASSISTANCE WILL BE AVAILABLE)**  
*"PRACTICE MAKES PERFECT AND HELP IS FREE EVERY FRIDAY"*
  - ELLICOTT CITY SENIOR CENTER: FRIDAYS (9 - 11AM)
  - BAIN CENTER: FRIDAYS (1 - 3PM; 2 - 4PM FEBRUARY 1 - APRIL 15)
  - GLENWOOD SENIOR CENTER: FRIDAYS (1 - 3PM)