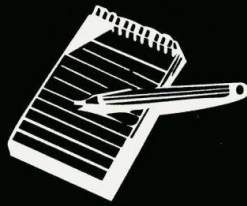
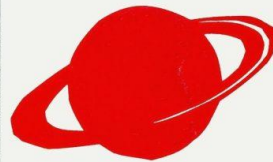
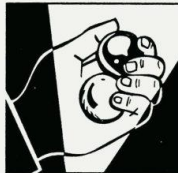




RANCHO SANTIAGO COLLEGE



COMMUNITY SERVICES CLASSES SPRING 1996



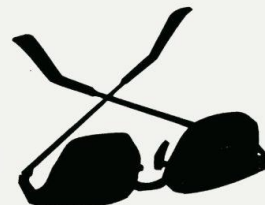
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REGISTRATION

BEGINS

MONDAY

JANUARY 8, 1996



TENEMOS CLASES
EN ESPAÑOL
PAGES 32 & 33





INSIDE YOUR PC

This hands-on workshop is designed for participants to learn about the components that you may find inside a PC. Topics include safety procedures, components description and operation (Motherboard, I/O Card, floppy/hard disk controller, memory, video card, floppy drive, network card, CD Rom, modem and tape drive), how the PC works, BIOS setup, hard disk configuration, and disk maintenance, and trouble shooting components. CRC will provide an in-depth lecture on system IRQ's, Serial ports, parallel ports, and conflict of addresses.

Event #101

1 Saturday, April 13

9:00 am - 4:00 pm

Computer Research Center

2021 Business Center Drive, Irvine

Fee: \$92

Yousef Alinaghian

INTRODUCTION TO THE INTERNET

Students will learn to surf the Internet using Netscape Navigator. Topics include browsing the World Wide Web, connecting to a WebChat session to engage live conversations with other participants on the Internet, searching and reviewing information on the Internet, connecting to news groups, and using electronic mail.

Event #102

1 Saturday, February 24

9:00 - 4:00 pm

Santa Ana Campus, Room B-18

Fee: \$60

Noel Dahlen

Event #103

2 Fridays, February 02 & 09

6:30 - 10:00 pm

Santa Ana Campus, Room B-18

Fee: \$60

Noel Dahlen

SOFTWARE INSTALLATION

Students will learn the fundamentals of installing and maintaining software. Students will partition and format the hard disk, install MS-DOS, install Windows 3.1, and install DOS and Windows application software. Students will then upgrade the system to Windows 95.

Event #104

1 Saturday, February 10

9:00 - 4:00 pm

Santa Ana Campus, Room B-20

Fee: \$60

Noel Dahlen

WINDOWS 95

Students will learn the basics of using the Windows 95 operating system and perform a Windows 95 installation. Topics covered will include manipulating and configuring the windows desktop, creating shortcuts, using help, managing folders and documents, using explorer, loading and running application software.

Event #105

1 Saturday, January 27

9:00 - 4:00 pm

Santa Ana Campus, Room B-20

Fee: \$60

Noel Dahlen

Event #106

2 Fridays, March 08 & 15

6:30 - 10:00 pm

Santa Ana Campus, Room B-20

Fee: \$60

Noel Dahlen

BASICS OF MICROSOFT WORD

A hands on step-by-step approach for acquiring skills in creating, editing, and printing documents. You will also receive instruction on using Microsoft Word features to design attention getting letters and reports. Instruction will include word processing basics that are incorporated in business and personal documents.

Event #107

1 Saturday, February 03

9:00 - 4:00 pm

Santa Ana Campus, Room B-18

Fee: \$60

Barbara Benich

MICROSOFT EXCEL

This class is designed to provide participants with instruction on creating professional spreadsheets charts, and graphs. Students will create, revise, and utilize features of the software to develop spreadsheets that will help them on the job or to accomplish personal goals.

Event #108

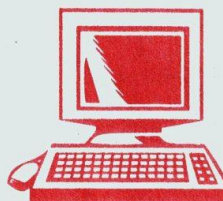
1 Saturday, March 16

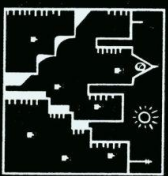
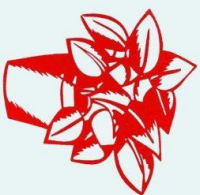
9:00 - 4:00 pm

Santa Ana Campus, Room B-18

Fee: \$60

Phyllis Laranjo





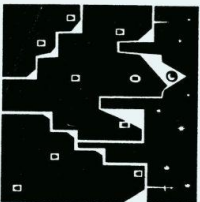
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