

Basic Computer Skills Summer Workshop Shanthi Mandir

9:30 a.m. - 12:30 p.m.
June 26-28, 2006

Have fun while learning important schoolwork skills

Space is limited so reserve your spot at the earliest by contacting Kirthi Rangnekar at krangnekar@yahoo.com or (573) 446-8678
Deadline for sign-up: 5:00 p.m., Monday, June 19, 2006

The Summer Workshop is organized by HTCC's Youth Activities Committee. It is open to youth in the 3rd-7th grade levels. It is free of cost for youth from HTCC member families. A nominal fee of \$10 is required of others during sign-up to cover cost of supplies and other expenses. The workshop is scheduled for three consecutive days from 9:30 a.m. to 12:30 p.m. with a 30 minute break at 11:00 a.m. Participants are **encouraged to bring a Microsoft Office enabled laptop**. Let Kirthi know if you do not have one. Handouts will be provided as needed.

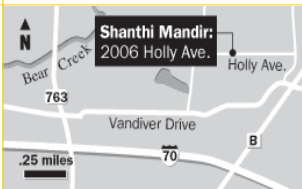


Workshop Curriculum Includes:

- Basic computer skills
- Basic computer terminology
- Microsoft Office Programs
 - ◆ Beginner level WORD (word processing)
 - ◆ Beginner level EXCEL (spreadsheets)
 - ◆ Beginner level POWERPOINT (presentations)

Learning Highlights:

Create documents, appealing presentations, create and use spreadsheets to perform calculations and to create charts



Please visit our web site and send us your e-mail address if you would like to be included on the Friends of the Mandir distribution list to receive timely program notices.

Directions: Take Exit 127 on Interstate 70, Head north on Rangeline Street, Right at first traffic light on Vandiver Drive, Left on Parker Street, Right on Holly Avenue, Shanthi Mandir sign will be visible on the right after 5-6 homes.

Shanthi Mandir

Hindu Temple and Community Center
of Mid-Missouri (HTCC)

2006 Holly Avenue, Columbia, MO 65202-2043

<http://shanthimandir.missouri.org>, (573) 814-1AUM (286)