

Introduction to Microsoft Excel with Peter Wilson

February 5, 2020 - 11:00 AM to 1:00 PM

A review of terminology, data entry, using formulas, keyboard and mouse shortcuts, getting help, sorting data, creating a budget spreadsheet and other topics as time permits

[Instructor](#)

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Peter Wilson

Peter Wilson retired to Pender in 2015 after a lengthy career in Data Processing. His last project involved teaching users how to interface their PC applications such as Excel with their corporate data bases. Since retiring, when not volunteering, he spends time developing pet projects in Excel such as score sheets for card games that not only display all kinds of statistics for the current game but also record history of all games played.



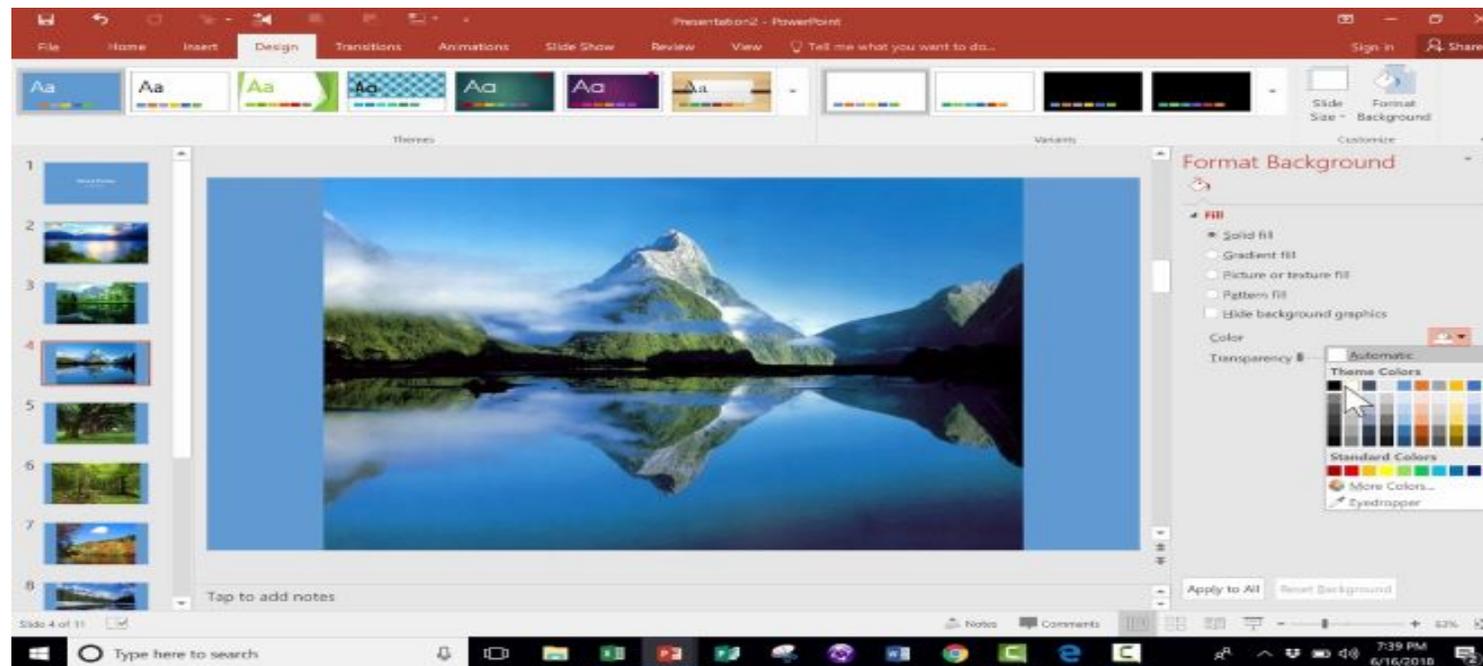
Friday, Feb 7th, 2020 – 1pm to 3pm

Letters, reports, recipes, poems, and books: all of these word processing projects are easy in Google Docs, a free alternative to Microsoft Word, OpenOffice, Pages, etc. Access your document from any computer, tablet, iPad, or phone. Let anyone else see your work or edit it (optional). Teams can work on the same document at the same time. Bring your phone, tablet, iPad or laptop (extras on hand).

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Robb Zuk

Life-long computer user, from cards to cloud. 10-year Google systems manager. Professional data systems and business analysis consultant. Guide to many, from kiddos to grandparents. "There are no stupid questions."



Power Point for Beginners with Peter Pare

February 12, 2020 – 11:00 AM to 1:00 PM

Make a slideshow of your vacation pictures, for presentations at meetings or as an educational tool. Add text, graphics, animation and video. Preferably participants will bring their computer and develop a power point presentation during the class using many of the tools offered in the software.

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Peter Pare

Peter Pare is currently an Emeritus Professor of Medicine and Pathology at UBC. He taught and did medical research for over 40 years at McGill and UBC. Both in his teaching and his research he made extensive use of Power Point for presentations. In his Power Point presentations, he incorporates text, images, videos and animation.



How to Present Your Photos with Hans Tammemagi

February 19, 2020 – 11:00 AM to 1:00 PM

This class will discuss and show various ways of presenting your great, processed photos to the world. This will include making cards, matted and framed photos, calendars and books. All will be described but the course focuses on making books using the free graphics and text layout program, Blurb. You will learn how to design and layout a book including covers, which can be from a few pages to a few hundred pages in length. You will learn how to insert text, how to display single or multiple photos per page and more. There is no better way to display and show your photos of an exotic trip or fascinating hobby to friends than by your own book. This is a powerful skill that will last a lifetime.

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Hans Tammemagi

As a writer and photographer of national repute, Hans is constantly taking and working with digital photos, which he uses to illustrate his articles, and which he also markets as prints, cards and calendars. He has written ten non-fiction books (one national best seller) and his articles appear in newspapers and magazines across North America. Hans is an experienced lecturer and enjoys working with people. He was an adjunct professor at Brock University and University of Victoria, where he lectured. He has presented seminars on how to process photos using various software programs to the Pender Island Photo Club.



Buying a Computer with Marc Lesperance

Friday February 21, 2020 – 1:00 PM to 3:00 PM

This workshop will help you search for the computing tool you are searching for. It'll give you an expository of common computer terminology, what to look for, and where you can cut corners in order to make your new purchase budget friendly. Moreover, this workshop will help you in your quest to find the perfect tool for your needs.

[Instructor](#)

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Marc Lesperance

Marc has a background in computers dating back to the mid to late 1980's. He is experienced in building, coding, troubleshooting, networking, and security. In addition to such, Marc has facilitated beginner and advanced computer skills workshops for several years as a contract employee with Service Canada.



Android Smart Phone and Tablet Basics with Gabriel Au

February 26, 2020 – 11:00 AM to 1:00 PM

This course provides an overview of Android device features. Learn some common Android tasks, including adding and removing apps, making calls, and sending messages. Know what to do if your device is lost or stolen.

[Instructor](#)

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Gabriel Au

Telecommunication network has been my interest since I was a nerdy teenager. In general, I have always been fascinated by how things communicate, whether it be computer networks or biological ones found in nature. Over the last decade I have worked as an independent IT consultant and system/network administrator.

Social media provides new modes of social interaction, its social implications are complex. I deal with concerns of security, privacy, and anonymity regularly because of my work. I think it is important for everyone to be educated in these concepts, so one can make informed decisions on how to communicate in this digital extension of human social network.