



Hands-on computer training!

A-TCAA Central Sierra Connect's Sonora Computer Lab is now open!

Whether you are looking for training for staff, program participants, or your customer base, ATCAA Central Sierra Connect's computer lab has what you need ☺

Business and non-profit applications

Looking into Windows

This course is designed to give students a better understanding of the Windows environment, management of files and folders, navigating through the filing system, and basic word processing concepts. Basic computer experience is not required, but helpful.

PowerPoint Basics

Learn how to create attention-getting presentations by integrating graphics, tables, text, and sound using Microsoft PowerPoint. Basic computer experience is not required, but is helpful.

Word Processing Basics & Intermediate

Need to produce a report, newsletter, or mailing list? In this course, students learn the basic features and functions of Microsoft Word while developing word processing skills. Through a series of hands-on exercises, students will learn the process of creating, saving, and printing a document, as well as modifying and manipulating text to enhance a document.

Excel Basics and Excel Intermediate

Learn the basics of managing all types of data using Microsoft programs. Instruction will include the use of a spreadsheet as a database, basic formulas, and graph building in Microsoft Excel.

Database Management (Access Basics and Access Intermediate)

Did you know that you can use a database to track inventories, create volunteer lists, and develop budgets? Learn how to create and edit detailed reports that display sorted, filtered, and grouped information.

PC Troubleshooting

This course will enable students to solve problems that can occur with everyday use, to know when to call technical support, and how to describe the problem using correct terminology. Basic computer experience required.

Internet Basics

In this course, students will learn basic Internet skills and concepts like using sending e-mail and finding information on-line. Terminology like URL, HTTP, and more will become familiar. And you will finally learn what .com, .gov, and .edu really mean. Basic computer experience is not required, but helpful

Social Media & You:

Learn about the most popular social networking tools available in front of a computer! Facebook, Twitter, Yelp, Linked In and others

Digital Life Skills- online banking, bill paying and more!

Current classes by reservation:

Summer Schedule

- What's in the box? Monday 9-11am
- PC Troubleshooting: Monday 1-3pm
- Internet Basics: biweekly Wed 9-11am
- MS Excel: Monday 6-9pm
- MS Word: Wednesday 1-3pm
- MS Access or PowerPoint: monthly Thursday at 1-3 pm
- Digital Life Skills: biweekly Wed 9-11am
- Facebook/Twitter Intensive: Thurs 6-8pm
- Social Media & You: Wed 9-11am or ..Thursday 6-8 pm
- Group rates available

Special rates for CBOs!

Classes are \$20 per participant; scholarships are available for income-eligible program participants. Please call for information.

Special rates for agency or business-wide trainings are available. Please inquire about group rates.

Trainings brought to the community by
Connecting Stanislaus Targeted
Technology and
Luminosity Tech Training and Consulting
Luminositytech.com

ATCAA is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, age, sex, national origin, citizenship, marital status or disability.

Contact us to reserve your spot now:

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Classes by reservation only

