

Keene Community Education

Serving the Monadnock Region

Computer applications are necessary in most work environments today. Computer skills enhance a resumé. In this course students will learn the basics of a variety of computer applications and employment success skills. The instructor is an experienced educator who is skilled in working with a variety of learners. Earn a Northstar Digital Literacy certificate. Preregistration and pre-assessment required. Optional: Earn credit from River Valley Community College for an additional fee.

Contact: Linda Morehouse, Adult Education Director

Workplace and Education Computer Applications

Formerly Office Occupations

90 hours

Virtual Classes 9:00AM-12:00PM

Fee: \$150.00

September 21, 2020-January 20, 2020



Creative Commons Zero 1.0 Public Domain

Keene Community Education
227 Maple Ave.
Keene, NH 03431

Contact: Linda Morehouse
603-357-0088 Ex. 102
lmorehouse@sau29.org