

Computer Literacy Workshop 2024

for learners who need a beginner-friendly course

Want to learn how to navigate and operate a computer?

The Division of Rehabilitation Services is hosting a series of one-hour classes for Tennesseans with disabilities and community members in Hamilton County. These free workshops will take place once each month and learners can attend one or more classes and participate in "hands-on" activities to earn certificates of completion.

Workshops Topics:

- How to turn a computer on/off
- Keyboard Functions
- How to properly hold and operate a mouse.
- How to save files and documents

- Informational video on different types of computers
- How to search and explore the internet

When:

The third Wednesday of each month beginning January 2024 (Dates are subject to change)

10:00 am - 11:00 am EST

Where:

American Job Center 5600 Brainerd Road, Suite A-5, Chattanooga, TN 37411

Who Can Participate:

Community members and/or Vocational Rehabilitation customers

For More Information Contact:

Jenny Welch, VR Career Training Coordinator – <u>Jenny.Welch@tn.gov</u> 423-634-6566 **Cornisha Espey**, VR Career Training Specialist – <u>Cornisha.M.Espey@tn.gov</u> 423.634.2935

