

Application for Introduction to Computer Training at Boston Resource Center



All Instructors are Peers, People in Recovery like yourself. We hope to provide one-on-one mentorship.
IMPORTANT: WE WELCOME BEGINNERS! No prior computer experience is needed. Classes will begin September 15th 2010. Please make sure to fill out all the appropriate sections of this application for consideration.

CONTACT INFORMATION:

Name:	Home () -	Cell () -
Street Address:	State:	Zip code:
E-mail Address (if any):		

COMPUTER EXPERIENCE:

1. Do you currently own a computer? <input type="checkbox"/> Yes <input type="checkbox"/> No	2. If yes, is it connected to the internet? <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you send and receive e-mail messages? <input type="checkbox"/> Yes <input type="checkbox"/> No	4. If No, would you like to learn? <input type="checkbox"/> Yes <input type="checkbox"/> No

PLEASE ANSWER THE FOLLOWING QUESTIONS.

5. Do you have experience using Microsoft Windows applications? (Please check- off box) <input type="checkbox"/> Yes <input type="checkbox"/> No
6. How do you classify your skills in using Microsoft Word? (Please Circle) No Experience Beginner Intermediate Advanced.
7. How do you classify your skills in using Microsoft Excel? (Please Circle) No Experience Beginner Intermediate Advanced.
8. Do you have experience using Apple Macintosh Computers? (Please check- off box) <input type="checkbox"/> Yes <input type="checkbox"/> No
9. Do you currently use Social Networking sites like Facebook, MySpace, Twitter, etc? (Please check- off box) <input type="checkbox"/> Yes <input type="checkbox"/> No
10. How fast can you type? (Please Circle) Slow Intermediate Fast. If known, please indicate WPM _____
11. Please briefly explain why you are interested in taking this course?
12. How did you hear about this course?
13. Are you available Wednesdays between 3-5pm? (Please check- off box) <input type="checkbox"/> Yes <input type="checkbox"/> No If No, we will consider adding another class. What day(s) of the week and time are best for you? _____

Signature: _____

Date: _____

FREE COMPUTER CLASSES!!!

To Be Offered: **The Boston Resource Center**
Solomon Carter Fuller Building
85 E. Newton Street, Ground Floor
Boston, MA 02118-2340
Classes@BostonResourceCenter.org

HAVE FUN! PREPARE FOR A JOB! WELCOME TO THE 21ST CENTURY!!!



No Experience Needed!!!

We are planning to be Flexible!!!

The Courses will be designed based on the **NEEDS** and **ABILITIES** of the students.


You will learn to write a **RESUME** in **MICROSOFT WORD**
You will be able to get onto **FACEBOOK** and **TWITTER**
You will enjoy **YouTube**.

PROPOSED COURSE SCHEDULE (Other Days and Times Possible)

Beginners Class (Time: 3pm-5pm)	Intermediate Class (Time: 3pm-5pm)
September 15 th	October 13 th
September 22 nd	October 20 th
September 29 th	October 27 th
October 6 th	November 3 rd

Additional Note:
VOLUNTEERS NEEDED!
We are looking for people with computer skills that are willing to act as Mentors. If interested, please contact
Robert Bund
Classes@BostonResourceCenter.org

TYPING INSTRUCTION (Highly Recommended) and “Basic Introduction to Computers” will be available for more than a month prior to actual courses. People taking the course can drop by whenever possible on **Mondays** and **Wednesdays** from 2-3pm. These sessions will begin August 4th.

PLEASE fill out the application on the back to be considered for the Computer Training Course and mail to the address above. 

If you require assistance filling out the course application, please call (617)305-9976.

BOSTON RESOURCE CENTER