REGISTRATION

Contact the Bridge Program to schedule an appointment to register for any Bridge services. Participants will need to be available for a minimum of one hour for registration and assessment.

Bridge Program main line: 617-496-2216

BRIDGE PROGRAM: COMPUTER SKILLS

Introduction to Computers

This class is for students with very limited or no computer experience. Students will be introduced to typing, email, Microsoft Office programs, and using the internet.

Intermediate Computers

This class is for students with some computer experience who want to learn more about email, Microsoft Office, and using the internet. A mix of direct instruction and individual projects will help students gain confidence using the computer on their own.

Advanced Computers

This course is for students with significant computer experience who want to work on advanced aspects of Microsoft Word, Excel, and PowerPoint. Microsoft Access is introduced. Several individual projects throughout the course will develop and integrate internet research skills with work in the various Microsoft Office programs.