



## Looking to brush up on your computer skills?

GAAR has partnered with the University of New Mexico Continuing Education to offer members the following classes at a 10% discount.

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### **Course 51010: Computer Basics for New Computer Users \$149**

*Acquaints novice computer users with popular functions.*

Section A: June 3-5 (Monday & Wednesday - 2 sessions) 6:00 pm - 8:30 pm

Section B: June 17-19 (Monday & Wednesday - 2 sessions) 2:00 pm -4:30 pm

### **Course 54010: Mac for New Computer Users \$149**

*Acquaints new Mac users with popular functions.*

Section A: June 3-4 (Monday & Tuesday - 2 sessions) 2:00 pm - 4:30 pm

Section B: June 3-5 (Monday & Wednesday - 2 sessions) 6:00 pm -8:30 pm

### **Course 52030: MS Office for Beginners \$195**

*Start using the 3 basic applications: Word, Excel and PowerPoint.*

Section A: June 18-20 (Tuesday & Thursday - 2 sessions) 1:00 pm - 4:00 pm

### **Course 52141: Microsoft Word: Beginning \$259**

*Learn to create, edit and save documents.*

Section A: June 18-July 2 (Tuesday - 3 sessions) 6:00 pm - 9:00 pm

### **Course 52161: Microsoft Excel: Beginning \$259**

*Learn how to create, modify and print worksheets*

Section A: June 19-July 3 (Wednesday - 3 sessions) 6:00 pm -9:00 pm

Section B: July 16-23 (Tuesday & Thursday - 3 sessions) 1:00 pm - 4:00 pm

### **Course 52241: PowerPoint: Beginning \$259**

*Learn to edit, format, proof and print presentations.*

Section A: July 29-August 5 (Monday & Wednesday - 3 sessions) 6:00 pm - 9:00 pm

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## How to Register:

1. Visit <http://ce.unm.edu/>
2. Register for any of the classes listed above
3. During check-out, to receive 10% off, use discount code: **spsugaar19**

**NOTE: Discount code is valid through the first day of class.**

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## Other Computer Support Resources Available

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### City of Albuquerque Libraries

*The City of Albuquerque offers free computer classes to residents. Obtain a library card and attend classes at any branch.*

505-768-5141

Email: [library@cabq.gov](mailto:library@cabq.gov)

Website: <https://abqlibrary.org/adultlearning/classes> or <https://abqlibrary.org/gizmo-garage>

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### Goodwill Community Foundation

Free online tutorials for computer, internet basics and more!

Website: <https://edu.gcfglobal.org/en/>

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### Geek Squad Total Tech Support (Best Buy)

1-888-237-8289

*Annual membership dedicated to supporting all your tech needs in your home for less than \$20 per month.*

Website: <https://www.bestbuy.com/site/services/total-tech-support/pcmcat1494357892646.c?id=pcmcat1494357892646>

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### Envision IT Solutions

*Local computer repair, support and installation. Plans vary. Contact for details.*

505-923-3388

Website: <https://www.envisionsolutions.com/managed-it-services/>

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