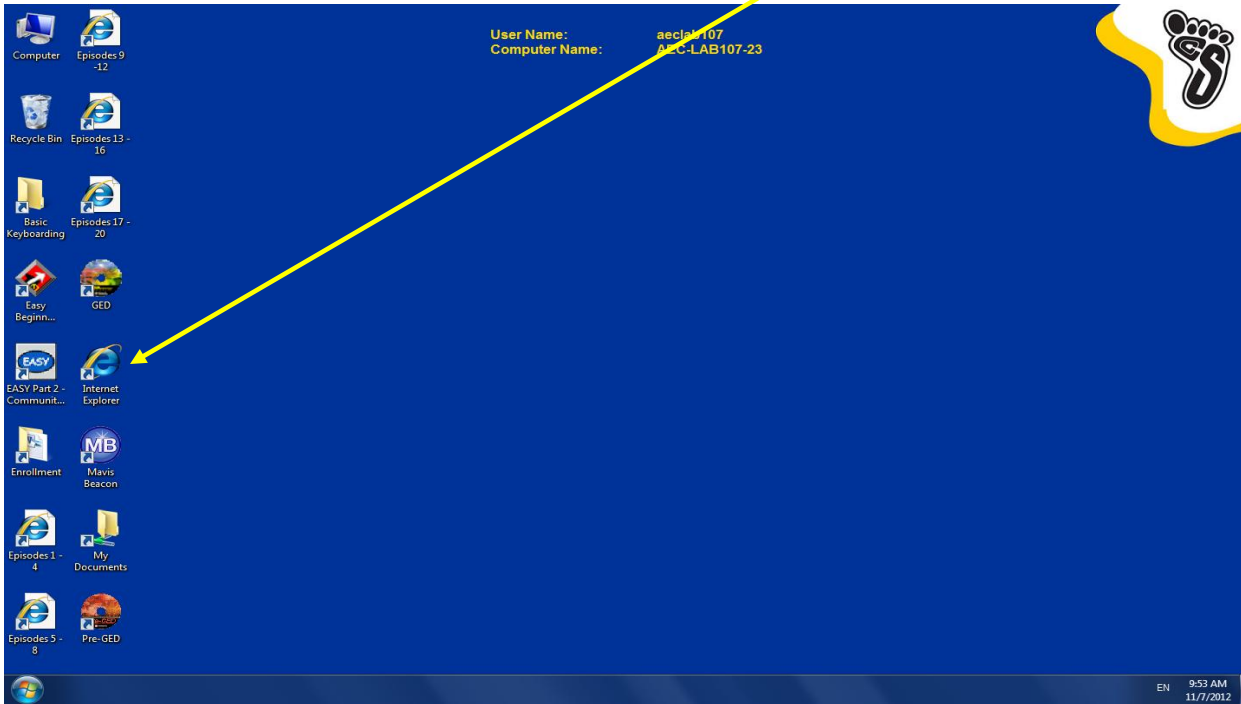


# Computer Classes Online

- Computer Classes are available on line now!

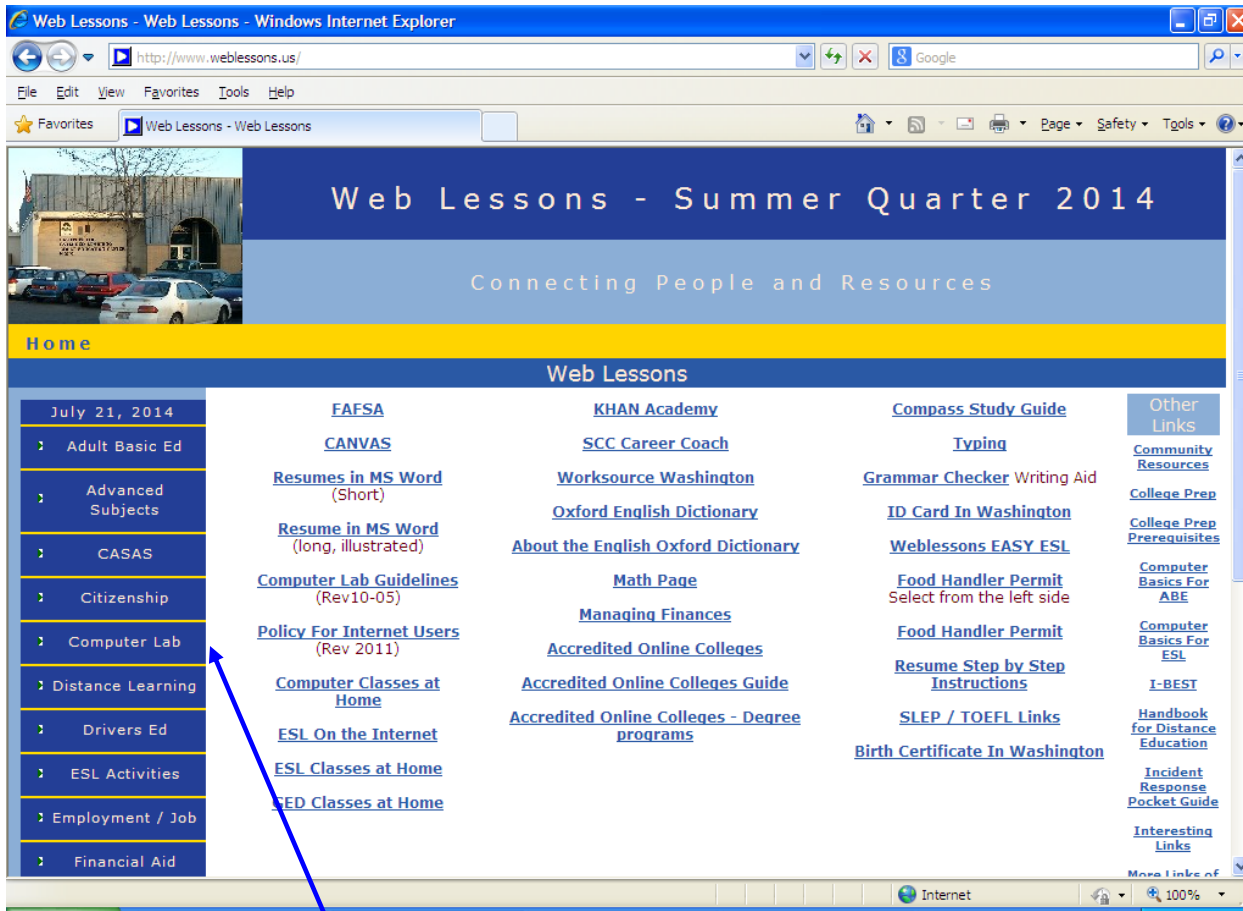
The desktop will look like this: Double click Internet Explorer:



Or click on Start and choose “Internet”  
The home page will start.

In the address bar type:

<http://www.weblessons.us>



Click on the link "Computer Lab"



Select "Beginning Classes" on the right side.

Beginning Computer Basics - Windows Internet Explorer

http://www.weblessons.us/c\_lab/begin.html

File Edit View Favorites Tools Help

Home >> Computer Lab >> Beginning

## Web Lessons - Summer Quarter 2014

Connecting People and Resources

### Beginning Computer Basics Classes

	Basics	Misc Classes	Office Classes	PC Classes
July 21, 2014				
Advanced Subjects				Beginning Classes
Adult Basic Ed				Intermediate Classes
CASAS				Keyboard Timings
Citizenship				Open Office
Computer Lab				Lab Papers
Drivers Ed				Curriculum
ESL Activities				Data Files
Employment / Job				Handouts
Financial Aid				Lab Orientation
GED Activities				Lab Rules
				Computer Vocabulary
	<ul style="list-style-type: none"> <li><a href="#">Mouse</a></li> <li><a href="#">Mouse Aerobics</a></li> <li><a href="#">Tutorial</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Starting Programs</a></li> <li><a href="#">Running Programs</a></li> <li><a href="#">Menus</a></li> <li><a href="#">Scroll Bars</a></li> <li><a href="#">Shortcuts in Windows</a></li> <li><a href="#">Task Bars</a></li> <li><a href="#">Checkpoint 5</a></li> <li><a href="#">Arrange and Multitask</a></li> <li><a href="#">Minimize / Maximize</a></li> <li><a href="#">Moving Windows</a></li> <li><a href="#">Speed Up Your PC</a></li> <li><a href="#">Checkpoint 9</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Open Office</a></li> </ul>	
	<ul style="list-style-type: none"> <li><a href="#">Absolute Beginners</a></li> <li><a href="#">Pc Literacy Checklist</a></li> <li><a href="#">Pc Literacy Checklist 2</a></li> <li><a href="#">Tutorial</a></li> <li><a href="#">Computer Basics</a></li> <li><a href="#">1 st Test</a></li> <li><a href="#">Starting &amp; Stopping a Pc</a></li> <li><a href="#">Pc Terminology</a></li> </ul>		<ul style="list-style-type: none"> <li><a href="#">Microsoft Office</a></li> <li><a href="#">Office 2013</a></li> <li><a href="#">Office 2010</a></li> <li><a href="#">Office 2007</a></li> <li><a href="#">Office 2003</a></li> <li><a href="#">Office XP (2002)</a></li> <li><a href="#">Office 2000</a></li> </ul>	
			<ul style="list-style-type: none"> <li><a href="#">Beginning Word Processing</a></li> <li><a href="#">Tutorial</a></li> </ul>	

Start at the top and take each class.

Beginning Computer Basics - Windows Internet Explorer

http://www.weblessons.us/c\_lab/begin.html

File Edit View Favorites Tools Help

Home >> Computer Lab >> Beginning

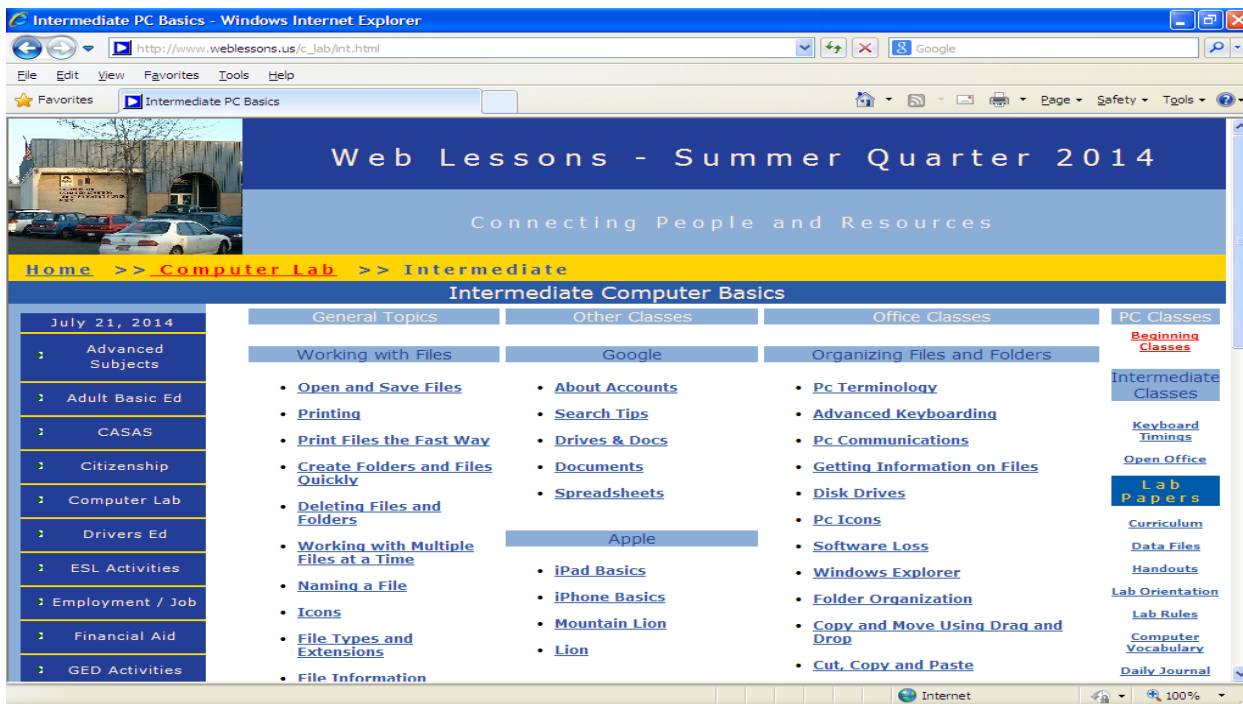
## Beginning Computer Basics Classes

	Basics	Misc Classes	Office Classes	PC Classes
GED Activities				Computer Vocabulary
Math				Daily Journal
Measurements				Our Computer Lab
Schools / Colleges				Where Do I Start?
SLEP / TOEFL				
Work Place Essentials				
	<ul style="list-style-type: none"> <li><a href="#">Pc Terminology</a></li> <li><a href="#">Connecting a Pc</a></li> <li><a href="#">How People Use PCs</a></li> <li><a href="#">Pc Ethics</a></li> <li><a href="#">Pc Communications</a></li> <li><a href="#">Buy - Sell a Computer</a></li> <li><a href="#">Buy Sell a Computer with Glossary</a></li> <li><a href="#">Checkpoint 1</a></li> <li><a href="#">Checkpoint 3</a></li> <li><a href="#">Windows XP</a></li> <li><a href="#">Help In Windows</a></li> <li><a href="#">Using Pc Media</a></li> <li><a href="#">Test 2</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Speed Up Your PC</a></li> <li><a href="#">Checkpoint 9</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Tutorial</a></li> <li><a href="#">Word 2013</a></li> <li><a href="#">Word 2010</a></li> <li><a href="#">Word 2007</a></li> <li><a href="#">Word 2003</a></li> <li><a href="#">Word XP</a></li> <li><a href="#">Word 2000</a></li> <li><a href="#">Review 1</a></li> <li><a href="#">Review 2</a></li> <li><a href="#">Quiz</a></li> <li><a href="#">Basics Test</a></li> </ul>	
	<ul style="list-style-type: none"> <li><a href="#">Keyboards</a></li> <li><a href="#">Pc Keyboards</a></li> <li><a href="#">Keyboard Types</a></li> <li><a href="#">Styles and Layout</a></li> <li><a href="#">Arrow Keys</a></li> <li><a href="#">Caps Lock Key</a></li> <li><a href="#">Backspace / Delete</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Printing Documents</a></li> <li><a href="#">Introduction to Printing</a></li> <li><a href="#">Drag and Drop Printing</a></li> <li><a href="#">Send Files the Fast Way</a></li> <li><a href="#">Checking on the Status of Print Jobs</a></li> <li><a href="#">Pause or Cancel Printing</a></li> <li><a href="#">Delete - Rearrange Print Jobs</a></li> <li><a href="#">Printing Properties</a></li> <li><a href="#">Colors in Printing</a></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">Beginning Spreadsheets</a></li> <li><a href="#">Tutorial</a></li> <li><a href="#">Excel 2010</a></li> <li><a href="#">Excel 2007</a></li> <li><a href="#">Excel 2003</a></li> <li><a href="#">Excel XP</a></li> <li><a href="#">Excel 2000</a></li> <li><a href="#">Review 1</a></li> <li><a href="#">Review 2</a></li> </ul>	
		<ul style="list-style-type: none"> <li><a href="#">Personal Portfolio</a></li> <li><a href="#">Resume Writinging</a></li> <li><a href="#">Cover Letters</a></li> <li><a href="#">Workplace Basics</a></li> <li><a href="#">Interviewing Skill</a></li> <li><a href="#">Building a Portfolio</a></li> </ul>		
		<ul style="list-style-type: none"> <li><a href="#">Career</a></li> </ul>		

When returning select the class that you left off on.



When finished with the “Beginning Classes” go to the “Intermediate Classes”.



Continue the classes listed here. When finished go to “Advanced Subjects” on the home page and continue with the Computer Lab classes listed there. (See the second picture)