

Email Workshop

Where: Gold Country Computer Learning Center

When: Monday~ February 6 and February 13 9:00-11:00AM

Instructor: Jeff Spirer

Cost: \$25

Join us for hands on session. We will be using webmail.

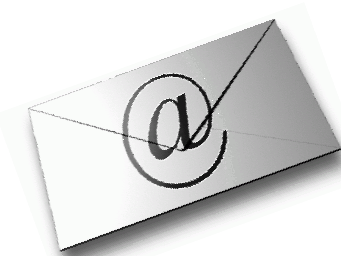
(Yahoo, AOL, gmail, hotmail, AT&T)

There are 8 computers available and you are welcome to bring your laptop!

You must know your email address and password!!!

The workshop will cover how to:

- Send and receive emails using web mail
- Reply and forward emails
- Send and receive attachments such as photos and docs
- Organize your email using folders
- Create and/or import contacts
- Create groups and lists for email management
- Proper email etiquette



Please call Carol 273-0497 to register or
Register online at www.gcclc.org