



和景華人聯誼會 CHINESE ASSOCIATION OF WOKING

华人社区活动中心计算机培训班 Chinese Community Project (CCP) IT Training Series

Online Basics 计算机网络基本课程

CCP 在 2015 年将会举办由 Big Lottery Fund 赞助的计算机培训班系列。IT 顾问李红女士将会为大家讲授该系列的讲座。周二 2015 年 5 月 19 和 6 月 2 日二次讲座将介绍网络的基本常识和使用功能。该讲座适合于网络初学者。

该课程会用三种语言同时上课，普通话，广东话和英语。以便于英语不是很流利的学员。

课程是免费的，但接下来的自带一小菜午餐是收费的。会员收费 1 镑，非会员 2 镑。没带食物者多付 2 镑用于食物原料费用。

学位有限，有兴趣参加者请电联和景华人活动中心负责人 Candy Fisher 或 繁红 ccp@cawoking.org.uk 或电话 Candy Fisher on 07894 562131。热烈欢迎有兴趣的会员或非会员朋友们来参加。

As part of the Lottery funded Well Being Activities Project, CCP will run a series of IT training sessions. The training will be provided by IT consultant, Ms Hong Li. The sessions will be held on **Tuesday 19 May** and **2 June 2015** to provide a general introduction to Online/Internet Basics. It is suitable for Internet beginners.

The course will be taught in Chinese (Mandarin and Cantonese) and English to cater for the people whose English are not fluent.

These 2 session course will cover: 1) The World Wide Web – learn about Internet and how to search for specific information. 2) Download and print content from webpage. 3) Email – learn how to compose, send, open and reply an email. 4) Send attachments via email, download and save attachments. 5) Set up email contacts and distribution list. 6) Online safety – spams and virus and protect your financial data.

The course is FREE, however the bring-a-dish lunch afterwards is chargeable. Members pay £1, non-members pay £2. Those who are unable to bring a dish will pay an additional £2 towards the costs of food provided by CCP.

Places available are limited. Please contact our CCP co-ordinators Candy Fisher or Fanhong Kong on email ccp@cawoking.org.uk or call Candy Fisher on 07894 562131, if you are interested. Both members and non-members of the Chinese Association of Woking are welcome.

Programme 节目时间表:

10:30am	CCP opens	活动开始
11:00am – 12:30pm	IT Course	讲座
12:30pm – 2:00pm	Lunch	午餐
2:30pm	CCP closes	活动结束

Venue 地点: Old Woking Community Centre, Sundridge Road, Woking, GU22 9AT

