



Ottawa PC Users' Group Beginners' Workshop

Saturday, November 22, 2003
9:00 a.m. – 5:00 p.m.

Margaret Rywack Center
68 Knoxdale Road, Nepean, ON

Workshop Topics:

- *Operating system maintenance*
- *Virus scanners and firewalls*
- *Word processors*
- *E-mail and Spam*
- *Users-helping-users*
- *Disk tune-up*
- *Burning CDs*
- *Browsing the web*
- *Spreadsheets*
- *Databases*

The cost to attend the entire day's session is \$35.00, which includes a one-year membership to the OPCUG (\$25.00 value) and a CD-ROM containing all of the presentation material for future reference.

Web Site Special
Early-bird registration
only \$30.00

Full details at <http://opcug.ca>
and click on Workshop