

G. A. Wheable – Computer Courses

Cost: \$15.00 per term
Term: 7 Weeks in length (approx. 100 hours of training/course)
Hours: 3 hours per day – either mornings (8:55 – 11:55) or
afternoons (12:35 – 3:35)
Eligible: Anyone who is 18 years or older

Courses offered:

1) Application courses – BTT 20, BTA 30 and BTX 4C

BTT and BTA – focus on MS Office. They cover Word, Excel, PowerPoint and BTA touches on Access. BTT is the introductory course and BTA covers more advanced features of these programs. We also cover the parts of the computer, hardware and software, storage devices, how the internet works and computer history in the first course.

The BTX course focuses on Corel Suite – WordPerfect, Quattro Pro, Corel Draw and Corel Presentations. This course requires that you have completed the BTA 30 as a prerequisite.

2) Technical courses – TGJ 30, TGJ 40, TDJ 30 and TEJ 3M

TGJ 30 and TGJ 40 - Communications Technology

These courses cover such areas as photography, broadcasting, recording, animation, movie making, print media, manipulating sound and picture adapting.

TDJ 30 – this is a computer design course. We use both AutoCad and SoftPlan (architectural drawing). It gives the student an introduction to Computer Assisted Design programs (CAD).

TEJ 3M – this is a more technical course that focuses on computer repair and robotics. In this course students will learn the inner workings of the computer by taking it apart and re-building it. Also, they will learn how robotics work and use kits to make some of their own creations.

3) Programming – ICS 3C

ICS 3C - This course teaches introductory programming using Visual Basic and HTML. Students will learn how to write basic programs to have the computer do simple functions. It is helpful for students who wish to go further into computer education.

Labs are equipped with P4 computers using Windows XP. MS Office is version 2003 and Corel is version 10.