Course Focus
In this 4-week Microsoft Word class, learn how to set up documents, format text (bold, underscore, italicize, tabs), line spacing, paragraphs, tables, insert graphics, WordArt, and more.

Class Location & Instructor
The Microsoft Word class meets on Thursday evenings, 6 -7:40 p.m., at the Newton High School in room 114 with instructor Kim Wilson.

Tuition
$30 with the PM Tuition Reduction and fees (in-district)

Textbook
The textbook is $24.18, which the students will keep when the class ends.

Register
Call Frontier Community College at (618) 842-3711 or 1-877-464-3687. Refer to CRN 61307

PowerPoint class coming April 16 – May 7
Thursday, 6-7:40pm, Newton High School, instructor Kim Wilson