UPCOMING ONLINE CLASSES

Cost for single 2-hour class is $60 ($55 as part of series)
1-hr class is $40

andCoffee Club & Seniors Card discounts available*

Class Name	When is it on?
Introduction to the iPad & iPhone – 5 topics 1. *A Guided Tour* 2. *Taking & Managing Photo* 3. *Typing tricks	Mail* 4. *Safari	Calendar & Reminders* 5. *Shopping the Stores	iBooks*	Contact us to express interest
Getting to know your Mac 1. *A Guided Tour* 2. *Files, Folders & Finder* 3. *Backups, Preferences, Apps* 4. *All sorts of tips and tricks*	**Thu 10am-12pm** Apr 29 May 5 May 12 May 19
The Photos App on the Mac (2 x 2-hour classes)	Wed Apr 15 & 22 10am-12pm
Make a Photo Book (1 x 2-hour class)	Tue Apr 7 10am-12pm
Keeping Kids Safe on the iPad & iPhone – and taking back control – Using Screen Time	Contact us to express interest
An Organized life with Evernote (1 x 2-hour class)	Contact us to express interest
Travel and your iPad, iPhone & other technology (1 x 2-hour class)	Contact us to express interest
Understanding/using iCloud & Sorting out an iCloud mess	Contact us to express interest
User Groups: **Mac, Evernote, iPad & iPhone, Word, Excel, Windows** (1-hour Groups sessions)	**iPad & iPhone:** Frdays 11am Apr 17, May 15, Jun 19 **Mac:** Contact us to express interest

Other Classes

See website at **itandcoffee.com.au/on-demand-classes** to express interest in these topics (or topics above).

- Managing all those Passwords
- Staying Safe Online
- Set up and use a VPN
- Let's talk about Facebook
- A look at Facebook for Business
- Building a website Making the most of personal tech for your work & home life
- Working with Windows, Word, Excel, PowerPoint
- Or request a topic!!

*Discounts apply to online bookings only

Class and user group dates and times are subject to change. See website for latest information

Private appointments also available.

1300 885 420

For info/bookings, call us on above number, contact us at
bookings@itandcoffee.com.au, or visit **itandcoffee.com.au**