



First in Technology, First in Training.

Intro to iWork

Beginner Course

\$49

One Hour, Lecture-style Course

3pm-4pm

Overview

Intro to iWork covers three great applications for home or business: Pages, Numbers and Keynote. Pages is a streamlined word processor and comes with great-looking templates allowing you to be a writer one minute and a designer the next. Numbers is an easy-to-use spreadsheet application, with easy-to-create formulas, dynamic tables and charts, so spreadsheets make perfect sense. Keynote is a fantastic presentation application. The powerful, yet easy-to-use tools and dazzling effects will make your presentations exciting and memorable.

Prerequisites

None

Who should attend

This class is for anyone who is looking for an introduction to iWork.

Topics

Pages

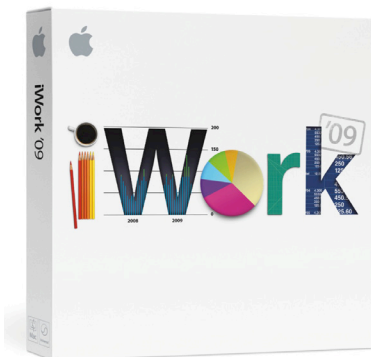
Whatever you write, Pages offers an intuitive way to create beautiful, media-rich documents using impressive features. See how easy it is to get started with Pages using one of the pre-designed templates to make great looking letters, reports, brochures, or flyers.

Numbers

Numbers offers a powerful and intuitive way to do everything from setting up your family budget to completing a lab report to creating detailed financial documents. We'll show you how to get started using the pre-designed templates to make a spreadsheet that's both attractive and well-organized.

Keynote

Tell your story effectively and dramatically with cinematic-quality presentations that are easier than ever to create with Keynote. You'll learn how to use one of the pre-designed templates, add text, pictures and even movies to make a stunning presentation.



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