

NitroWindows Training

A course for those who want to 1) be more efficient and 2) understand their PC much better.

Do you want to know Windows much better? Do you want to do things in a fraction of the time? Then *NitroWindows* is for you.

NitroWindows Training: a hands-on workshop to help students really understand their computers and be much more productive. This course is **taught by Harold Nolte**, a Layton resident who has been in the computer industry since 1976.

Questions? www.nitrowindows.com mr_nolte@yahoo.com (801) 928-9283

What to Expect From This Workshop

- Don't do "ready, set, go" when you can just "go!"
- Learn ways to do common tasks in far less time it takes you to do them now
- Learn 1-step operations that normally take many more steps
- Really understand what you're doing – have the confidence to do more
- Understand what's happening "under the hood" of the computer
- Learn far more than you ever thought existed about folders and how to use them
- Learn ways to get around Internet Explorer and other areas at "light speed"

Items Covered In the *NitroWindows* Training

- Several ways to do common things like navigating menus, copying/pasting, changing programs
- Learn the "file system" and how important folders are. Learn far more about folders
- Learn dozens of keyboard shortcuts that save you time
- While learning these time savers, learn a lot more about how the computer works and is organized

Who Should Attend

- Anyone who uses Windows, no matter how experienced
- Those who understand a lot but want to learn more and become more productive
- Those who want to "move ahead of the pack"

Starts Tuesday October 30th and is held Tuesday & Thursday evenings from 7:00 pm to 9:30 pm for three weeks (15 hours total training).

Location: Universal Computer Systems, 519 West 500 South, Bountiful. **Fill out form below to register, or register online at www.nitrowindows.com. Keep top portion for reference.**

NitroWindows Training starting October 30th, Universal Computer Systems, Bountiful

Name _____ Phone # _____

Address _____ email _____

City/State/Zip _____

Register by October 27th and receive a \$20 discount. Bring a friend or spouse and save - sign up two or more people for \$149 each. Sign up for this and the Windows I class together for only \$149 each. Tuition is \$189 per person.