



Northwest Iowa
Community College

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NEWS RELEASE

*May be published
when received.*

Business & Pleasure Series of Four Classes to Help You Market and Interact with your Customers and Friends Offered at Northwest Iowa Community College

- **Teleconference and Collaborate with Google Hangout, Google Docs and YouTube:** This class will help you learn how to use free Google Hangout, Google Docs, and YouTube to create dynamic fun or profitable meetings with others. With Google Hangout you can share screens, illustrate on a whiteboard, share YouTube Videos, chat, and work on word processing and spreadsheets all at the same time. You can increase team productivity, watch a video together, talk, demonstrate, and illustrate. Tuesday, March 12, Section #34434.
- **Websites and Blogs with WordPress:** This class will help you learn how to install and use the highly rated free open source program WordPress to create your personal presence on the Internet. With WordPress you can create websites, blogs, or other layouts. You can have multiple users, allow and control comments, incorporate revenue creating ads, or simply create a freelance blog. Tuesday, March 19, Section #34436.
- **Creating Support and Discussion with phpBB3:** You can easily create a support site or private discussion group with the highly rated free open source program called phpBB3. Learn to install, administrate, customize and use this program to enhance your Internet presence. Tuesday, April 2, Section #34438.
- **Promoting Your Business with YouTube:** YouTube has become the medium of choice for the new marketable generation and many people from older generations as well. Learn how to set up a YouTube channel to help brand and promote your business. Explore free recording software and learn to add AdSense to generate ad income. Investigate and use the extremely powerful Google Analytic tools. Tuesday, April 9, Section 34441.

Each class is \$29 and will be held in room 514H at Northwest Iowa Community College,
Instructor: Rodney Crater.

**To register: Call Northwest Iowa Community College at 712-324-5061 or
800-352-4907 and ask for Continuing Education.**