



Northwest Iowa
Community College

603 West Park Street
Sheldon, Iowa 51201

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NEWS RELEASE

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Computer File Management Skills Course offered at Northwest Iowa Community College

Do you need some direction in how to manage all of the files stored on your computer? Topics that will be covered in this class include: file management techniques, transferring files from your computer to a CD or to a flash drive and vice versa and how to protect your computer and the files stored on it. Northwest Iowa Community College will be offering this course on Tuesday, February 17 in Room 514H at Northwest Iowa Community College from 5:30-9:30 pm, Section #43934 **OR** on Thursday, February 19 in the Sioux Center Library Computer Lab from 12:30-4:30pm, Section #43933.

Students are welcome to bring their own laptop to class, but computers will be provided for those who are unable to bring their computers. The cost of the class will be \$39 and will be taught by Twyla Vogel.

To get more information and/or to register: Call Northwest Iowa Community College at 712-324-5061 or 800-352-4907 and ask for Continuing Education.