

# NEWS RELEASE

*May be published when received.*



**January 27, 2016**

603 West Park Street, Sheldon, Iowa 51201  
Phone 712-324-5061 or toll free 1-800-352-4907, Ext. 105

---

## **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 16 in Room 514H at Northwest Iowa Community College from 5:30-9:30 pm, Section #49312 **OR** on Thursday, February 18 in the Sioux Center Library Computer Lab from 12:30-4:30pm, Course# 49311.

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 \$49 and will be taught by Twyla Vogel.