

# NEWS RELEASE

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

**July 27, 2016**

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## **COMPUTER KEYBOARDING COURSE OFFERED AT NORTHWEST IOWA COMMUNITY COLLEGE**

This Keyboarding short course is designed to quickly help students lacking proper keyboarding skills become productive. The course will begin with a 3 hour face-to-face class to introduce students to the course that can be completed outside of the classroom. In approximately 20-30 more hours, beginners can reach speeds of 30-35+ words per minute and also attain accepted accuracy standards of one error per minute of timed writing. Experienced typists can improve their speeds by 10-25+ words per minute.

The tuition for this course includes the licensing fee for the keyboarding software. This course will be offered in Room 514H at Northwest Iowa Community College from 6:00 to 9:00 pm on Thursday, August 18, Section #52184. The cost of the course will be \$35 and will be taught by Twyla Vogel.

**To preregister: Call the Continuing Education direct local line at 712-631-5500 or Northwest Iowa Community College at 800-352-4907 and ask for Continuing Education.**