

Windows XP Power Computing for Real Estate Professionals



Topics:

- **Organization**
 - Get Rid Of Desktop Clutter
- **Maintenance**
 - Get Your Computer Up To Speed
- **Filing**
 - Organize and Back Up Your Files
- **Productivity**
 - Get Free Tools You Can Use
- **Internet**
 - Learn About Internet Safety and Resources

Date: May 21st, 2008

Time: 9:00am - 10:30am

Location: SCCAOR University
1651N. First Street
San Jose, CA 95112

Tuition: \$30.00 SCCAOR members
\$75.00 non-members



This class covers a variety of techniques designed to save money, save time, and increase productivity on Windows XP computers using free software and online resources.

Student Name: _____ Company: _____

Address: _____ City/State/Zip Code: _____

Phone #: _____ E-Mail: _____

Check / Credit Card #: _____ Exp. Date: _____ Security Code: _____

Signature: _____ Date: _____ Amt Paid: _____

For more information contact the education department at

408/445-5087 or 408/445-5085

Enroll on line at www.sccaor.com

Or fax registration to: **408/519-3721**

SCCAOR Course Cancellation Policy

- Reservations for courses requiring payment will not be processed until payment is received.

- **If you must cancel or reschedule your reservation, a full refund will be issued if notification is received, by email or in writing (not by telephone), 3 business days prior to class. In the event that a student should fail to attend a class the tuition for said class is forfeited and will not be transferred to future classes.**

- SCCAOR reserves the right to cancel or reschedule any course. If cancellation occurs, SCCAOR will issue a full refund. In the event of rescheduling, SCCAOR will send immediate notification and transfer all reservations (including payments) to the new date

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I have read the SCCAOR Course Cancellation Policy below.

Student Initials _____

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