

Accounting, Web design on tap at Edison State College

The following classes are being offered at Edison State College through the Continuing Education Department. Classes will be held at Edison College, 8099 College Pkwy., Fort Myers. To register, call 489-9235, e-mail celee@edison.edu or obtain a registration form and information at <http://www.edison.edu/lee/ce/>.

create Web pages using Dreamweaver software, upload digital images, explore design options, critique existing Web sites, and have a completed personal Web site by the end of the course. This three-day class will be held fro 5-8 p.m. on Thursdays, Dec. 3-17.



► **Introduction to Accounting for Non-Accountants**

The purpose of this course is to offer basic information on accounting systems and concepts used in business. The class will discuss what accounting systems need to do and review basic financial statements, cash flows and controls within accounting systems. The class will be held from 5-8 p.m. Wednesday, Nov. 18. Cost is \$85.

► **Office 2007**

Office applications can improve your productivity at work and at home. This class provides an introduction to common office suite applications such as word processors, spreadsheets, presentation software, and desktop publishing programs. Microsoft Office Word, Excel 2007 and PowerPoint, in particular, will be utilized in some depth. The class will be held from 5-8 p.m. Mondays and Wednesdays, Dec. 7, 9, 14 and 16. Cost is \$145.

► **Adobe Photoshop Cs3 for Beginners**

This course is intended for beginners and will introduce the essential tools and techniques through hands-on exercises. Students will learn how to manipulate and create images using Photoshop CS3. Discover the easiest ways to create, edit, color correct, touch up, size and prepare images for your printed or electronic documents. Highlights include tips for top-quality scans, using layers for speed and impact. The class will be held from 10 a.m. to 5 p.m. Saturday, Nov. 21 or Dec. 12. Cost is \$180.

► **LEED Green Associate Exam Prep**

Join today's hottest industry and become a certified LEED Green Associate. Developed by the U.S. Green Building Council, LEED is the most distinguished and widely accepted environmental design and green building certification. This LEED Green Associate exam prep course includes a complete review of the LEED rating systems, hundreds of simulated exam questions, worksheets, and strategies for passing the exam. This course is approved by the American Institute of Architecture for continuing education credit. The class will be held from 9 a.m. to 5 p.m. Dec. 1 and 2. Cost is \$595. ■

► **Web Design With Dreamweaver for Beginners**

Students will learn Web terminology,

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