

## C@P SITE TRAINING SESSIONS:

**COMPUTER BASICS:** MONDAYS AUGUST 2, 16 &  
30TH FROM 2:00PM-3:00PM

**INTERNET BASICS:** TUESDAYS AUGUST 3, 17 &  
31ST FROM 2:00PM-3:00PM

**MICROSOFT WORD:** THURSDAYS AUGUST 5 &  
19TH FROM 2:00PM-3:00PM

**RESUME BASICS:** MONDAYS AUGUST 9 & 23RD  
FROM 2:00PM-3:00PM

**MICROSOFT POWERPOINT:** TUESDAYS AUGUST  
10 & 24TH FROM 2:00PM-3:00PM

**MICROSOFT EXCEL:** THURSDAYS AUGUST 12 &  
26TH FROM 2:00PM-3:00PM

WE ALSO HAVE KIDS CAMPS ON WEDNESDAYS FROM  
1:30PM- 2:30PM THAT OFFER VIRTUAL SCAVENGER  
HUNTS ON GOOGLE, COLORING CONTESTS ON PAINT AND  
OTHER INTERACTIVE ACTIVITIES.

WE WILL SOON BE OFFERING AFFORDABLE EVE-  
NING COURSES WITH TRAINERS ON THE FOLLOW-  
ING SUBJECTS:

- MICROSOFT OFFICE SUITE (MS WORD, MS EXCEL,  
MS POWERPOINT)
- USE OF THE INTERNET (INTERNET BASICS, INTERNET  
SAFETY, ONLINE JOB SEARCH, ETC)
- SOCIAL MEDIA (LINKEDIN, FACEBOOK, TWITTER)
- BASIC/INTERMEDIATE COMPUTER USE

CHECK WITH YOUR LOCAL CAP SITE FOR  
DETAILS AND SCHEDULES

## ONE-ON-ONE SESSIONS FOR A MORE PERSONAL TOUCH

IF GROUP SESSIONS AREN'T YOUR THING, WE ALSO  
OFFER ONE-ON-ONE TRAINING SESSIONS WITH  
OUR INTERN ON THE SUBJECT OF YOUR CHOICE.

IF YOU HAVE TROUBLE USING EMAIL, UPLOADING  
PHOTOS, OR JUST WANT TO PRACTICE YOUR TYP-  
ING SKILLS, DROP IN OR CALL TO MAKE AN AP-  
POINTMENT WITH OUR INTERN FOR A PERSONAL  
LESSON AT YOUR LEISURE.



### WE WANT YOUR FEEDBACK!

IF YOU ARE INTERESTED IN ANY OF THE COURSES  
BEING OFFERED, OR IF YOU HAVE AN IDEA FOR ANY  
OTHER COURSES THAT YOU WOULD LIKE TO SEE,  
PLEASE CONTACT US!

FOR FEEDBACK ON OUR CAP SITE, PLEASE VISIT

[WWW.PEICAPS.ORG/FEEDBACK](http://WWW.PEICAPS.ORG/FEEDBACK)

**HOURS OF OPERATION**  
MONDAY-FRIDAY  
8:30- 4:30

### Alberton C@P Site

10 Railway Street  
PO Box 153  
Alberton, PE  
C0B 1B0

Phone: 902-853-2720  
Fax: 902-853-2314

## Alberton C@P Site

YOUR COMMUNITY  
ACCESS PROGRAM

LOCATED AT THE  
ALBERTON TOWN HALL,  
STONE STATION

AUGUST 2010

### WHAT IS C@P?

- C@P IS A GOVERNMENT PROGRAM  
ADMINISTERED BY INDUSTRY CANADA,  
THAT AIMS TO PROVIDE RESIDENTS  
WITH PUBLIC ACCESS TO THE  
INTERNET AND ASSISTANCE FOR THE  
SKILLS NEEDED TO USE IT.
- C@P HELPS CANADIANS TAKE ADVAN-  
TAGE OF EMERGING OPPORTUNITIES  
IN THE NEW GLOBAL KNOWLEDGE-  
BASED ECONOMY.

### WHAT CAN C@P DO FOR YOU?

- THE ALBERTON C@P SITE IS HERE TO  
PROVIDE FREE INTERNET ACCESS, AS  
WELL AS WIRELESS ACCESS FOR LAP  
TOPS AND IPODS.
- WE HAVE ACCESS TO BLACK AND  
WHITE OR COLORED PRINTERS,  
PHOTOCOPIERS, SCANNERS AND  
WEBCAMS.



TEL: 902-853-2720