

Parent Technology Classes

Do you want to learn how to use technology to help your student excel in school?
Would you like to purchase very low cost computer equipment?

Did you know that your child's homework for every class is on our website?

Please open this pamphlet to find courses and equipment to help you help your student do better academically using www.jonescollegeprep.org as a portal.

---- The Importance of Technology ----

Jones College Prep and Computers for Schools (CFS) have established a partnership that will benefit JCP students and their parents in 2005. For as low as \$150, a gently-used computer offered through CFS's Computers for Home program, could become a part of your family. They are perfect for browsing the Internet, word processing and for the use of educational software.

Jones College Prep will make these computers available for purchase by parents on site at Jones, after they have completed only one required course! Parents will have an opportunity to participate in computer training for the enhancement of their student's education offered by a talented and highly qualified JCP faculty member. Education is necessary to be a successful computer user and that education for parents can positively impact a student's high school experience.

In addition, students without a computer at home are at a disadvantage. The computer is integral to education and necessary to compete in the 21st century.

---- Registration Information ----

To register for this course and qualify for this great deal on a computer, please fill out the form on the right side of this pamphlet. Once you have completed the course registration section please ensure you place the correct parent contact information as we will contact you regarding and changes or cancellations by one of the contact numbers you have provided for us on this registration sheet. After you have filled both of those sections out please check the box next to the Method of Payment, fill out the necessary information and then sign your name.

Once you have completed the registration form please turn it over and indicate which classes you would like to see offered for parents in the future. Fax it or mail it in an envelope addressed to Jones, care of Shana Robinson. ~ Thank you.

---- Class Information ----

Classes will be an average of 4 hours and offered at different times to try and accommodate parents schedules.

The first class offered will be Introduction to the Internet & Email for beginners. For use in Supporting Student Success because www.jonescollegeprep.org and Email is the number one form of communication between Jones and its families.

Once you have completed this class you will be eligible to purchase a quality computer for \$150.00 as well as qualify for other courses offered.

A minimum of 10 registrations are due one calendar week before the due date or else the class will be cancelled.

Introduction to the Internet & Email for beginners.

...For use in Supporting Student Success.

The Internet is here to stay, so make your and your student's life easier! E-mail is quickly becoming the standard for text communication across the globe and for your child! Learn how e-mail works, how to setup and use your own account, and communicate with friends, family, and with your child's teachers. Learn how to send and receive photos, attach documents, search for information about anything you can imagine. Learn time saving search techniques so that you'll be able to find fast answers to virtually any question and help your student achieve. By the time your class is over you will be VERY familiar with the Jones web site! There is no prerequisite but a basic understanding of how to use a Windows equipped PC is recommended.

Resume Writing Workshop

Create an effective resume, improve the one you already have and help your child create and/or improve his. This workshop will lead you through a self-assessment series so you will have extensive knowledge about the product you are marketing: YOU! Learn different resume formats and the advantages and disadvantages of each. Write an employment objective that shows potential employers that you have direction. Make the most of your work experience. Know what to reveal in a resume, and what to keep to yourself. Learn to overcome gaps in work history and age discrimination. Discover how to use references to your advantage. This course is invaluable for anyone who wants to create their own resume, learn how to write resumes and cover letters for profit and help their child.

March 2005

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	FEB 28 Class 1	1 Class 2 Class 11	2 Class 1	3 Class 2 Class 11	4 Class 1	5 Class 3
6	7	8 Class 4 Class 11	9	10 Class 4 Class 11	11	12 Class 5
13	14 Class 6	15 Class 7	16 Class 6	17 Class 7	18 Class 6	19 Class 8
20	21 Spring Break	22 Spring Break	23 Spring Break	24 Spring Break	25 Spring Break	26
27	28 Class 9	29 Class 10	30 Class 9	31 Class 10	Apr 1 Class 9	

Registration Information

Next to the class, please select, in rank order, the following classes you wish to take. 1 being your first choice, 2 being second, 3 being third, and so on. We will do our best to place you in your first choice.	Price
Introduction to the Internet & Email for beginners. For use in Supporting Student Success.	
1) M-FEB 28th, W-MAR 2nd & F-MAR 4th 6:30 PM TO 7:50 PM	\$10.00
2) T-MAR 1st & TH-MAR 3rd 6:30 PM TO 8:30 PM	\$10.00
3) SAT-MAR 5 th NOON TO 4:00 PM	\$10.00
4) T-MAR 8th & TH-MAR 10th 6:30 PM TO 8:30 PM	\$10.00
5) SAT-MAR 12th NOON TO 4:00 PM	\$10.00
6) M-MAR 14 th , W-MAR 16th & F-MAR 18th 6:30 PM TO 7:50 PM	\$10.00
7) T-MAR 15 th & TH-MAR 17th 6:30 PM TO 8:30 PM	\$10.00
8) SAT-MAR 19th NOON TO 4:00 PM	\$10.00
9) M-MAR 28 th W-MAR 30th & F-APR 1st 6:30 PM TO 7:50 PM	\$10.00
10) T-MAR 29th & TH-MAR 31st 6:30 PM TO 8:30 PM	\$10.00
Resume Writing Workshop This class may be taken on it's own but you do not qualify for the equipment discount.	
11) MAR 1, 3, 8, 10 6:30—8:00PM	\$10.00
Total	

Contact Info

Name

Address

Home and/or Work Phone

Cellular Phone

Fax

Method of Payment

Check

MasterCard

Visa

American Express

Credit Card #

Exp. date

Signature

Mail To:

Jones College Prep
C/O **Shana Robinson**
606 South State Street
Chicago, IL 60607
Fax: 773.534.8672