

# Learn Computer Skills Now!

## Step 1: Talk to Us!

It's easy to get a hold of us!

You can:

- Call (705) 749-0777
- Drop by our office at 139 Douro Street between 9 AM and 5 PM.
- Email [info@trentvalleyliteracy.ca](mailto:info@trentvalleyliteracy.ca)
- Go to [www.tvla.ca](http://www.tvla.ca) and leave a comment with your name, email and phone number (we will not publish this online)

## Step 2: Sign Up

We'll take your name and contact information, then register you to start computer classes or tutoring.

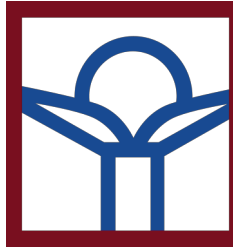
## Step 3: Start Your Program

We'll call when it's time. Show up at 139 Douro Street on the listed day and time to get started!

139 Douro Street  
Peterborough, ON K9H 1H5

Tel: (705) 749-0777  
Fax: (705) 749-0084  
Email: [info@trentvalleyliteracy.ca](mailto:info@trentvalleyliteracy.ca)  
Web: [www.tvla.ca](http://www.tvla.ca)  
[trentvalleyliteracy.ca](http://trentvalleyliteracy.ca)

Look for us on Facebook and at  
[twitter.com/tvla](https://twitter.com/tvla)

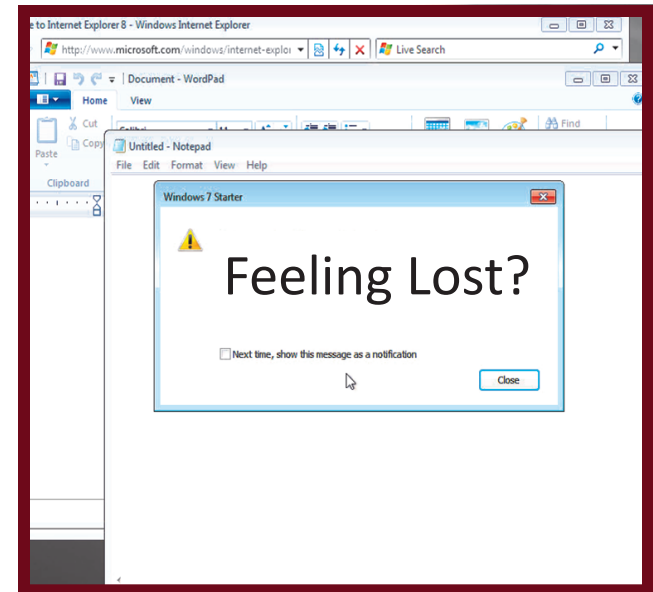


TRENT VALLEY LITERACY ASSOCIATION  
Helping Adults Learn Since 1978

# TVLA



A Proud  
Member of the  
Peterborough  
United Way



- Can You Turn a Computer On?
- Can You Find a Website?
- Tired of Always Asking for Help?

The Classes You Need are Here.

## Computer Literacy: Basic Computers at TVLA

Call TVLA for  
Basic Computer Skills  
(705)749-0777 [www.tvla.ca](http://www.tvla.ca)

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# TVLA

# Computer Literacy



- Do you have problems turning the computer on, using a mouse or using a keyboard?
- Do you have trouble finding and saving files?
- Is it hard to find things on the Internet or send email?
- Do you need help using word processing software like Microsoft Word?
- Do you usually get help any time you use a computer?
- Have you lost a job opportunity because you couldn't apply online?

If **any** of this sounds like you, we can help!

## Programs

- Computer Courses from **Level 1** (Absolute Beginners) to **Level 2** (Office Applications)
- Side by Side **Coaching and Tutoring**
- Drop In Help at the **Computer Lab**
- **Resume, Cover Letter** and **Job Search Help**
- Get Help to Sign up for **Email** and **Social Media** sites like Facebook.



- Computer classes and tutoring are **FREE**.
- Programs for adults (18+) only.
- Private and confidential — we don't tell anyone you're working with us without your permission.
- We provide everything you need, from paper handouts to a computer lab.
- We teach you to use Windows-based PCs.

## Who Are We?

- **TVLA** is the **Trent Valley Literacy Association**
- We have been **teaching adults since 1978**.



- We are a **registered charity** with the **Peterborough United Way**, not a business.
- We are a member of the **Employment Ontario Network**. We teach basic skills to help you move to further education and job readiness.

***I'm Ready to Use a Computer!***

Call TVLA today to make an **Appointment**



**(705) 749-0777**  
Or visit 139 Douro Street  
(1 Block North of Hunter in East City)



# TVLA

139 Douro Street  
Peterborough, ON  
K9H 1H5

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