

Winter 2022: Educational Development 41

Assistive Computer Technology

Section #4278



This class is geared towards prepping students for the upcoming semester by teaching fundamentals of computer literacy.

- **Preparation to be a successful student at El Camino College**
 - Learn how to use Zoom
 - MyECC, Email, Canvas, Office365, etc.
 - Read&Write, Audio Notetaker, Otter etc.
- **Students will learn**
 - Digital methods for note taking.
 - How to store information on the cloud.
 - Software installation and uninstallation.
 - How to do computer and application updates.
 - Keeping your personal information safe and secure.
 - How to distinguish reliable from unreliable sources on the internet.
 - Create presentations, formatting word documents, writing emails, etc.

First Meeting January 4th 10:00 AM to discuss Lab Hours
Zoom Meeting ID will be located under Canvas Announcements

Instructor R. Ramirez

****This is a self-paced, Fall lab course with independent learning outcomes****