



# INFORMATION TECHNOLOGY (IT) Careers

**NO COST CLASSES!**

## DIGITAL LITERACY & MICROSOFT OFFICE SPECIALIST TRAINING

Students may begin this course at any time. Classes are held mornings and afternoons. Please call 651-748-6208 for more information.

We start with computer skills development using the Northstar Digital Literacy Assessment. The program then focuses on training for the Microsoft Office Specialist Certificate. Microsoft Office Specialist (MOS) Certificate is earned when passing any three Certiport Assessments.

**Tuesday & Thursday 1:30–4:00 pm**



## COMPTIA A+ CERTIFICATION

Following MOS certification, our curriculum prepares students for the CompTIA A+ certification. This certificate will qualify students to work in the IT field as Tier 1 Helpdesk Support Professionals. Credit articulations for these classes are available with Minneapolis Community and Technical College and Century College.

**Monday–Thursday 9:00–11:30 am**

CompTIA A+ Curriculum includes:

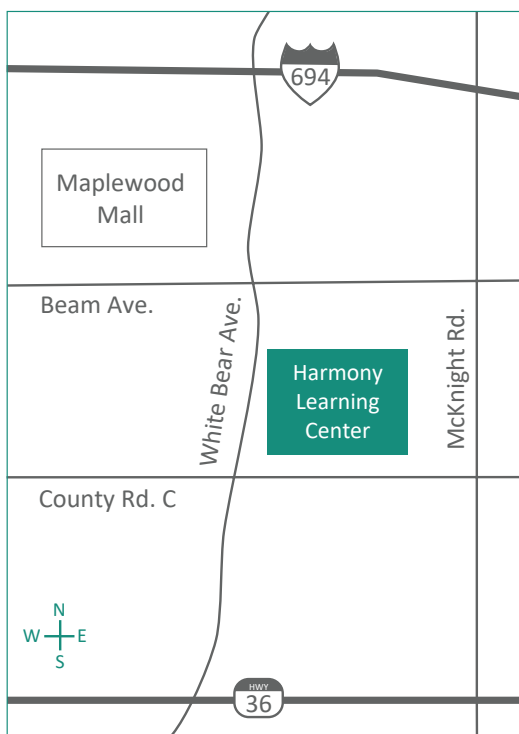
- Operating system installation & upgrading
- Installing & imaging virtual machines
- Data storage
- Peripheral devices
- Safety & maintenance
- Assembly & disassembly of hardware
- Computer networks
- Internet security
- Troubleshooting



**TO REGISTER:** Registration takes 1–2½ hours and must be done in person.

Monday–Thursday 9:00 am–8:00 pm

Friday 9:00 am–2:00 pm



# Harmony

## ADULT EDUCATION

*Serving the School Districts of*  
NORTH ST. PAUL-MAPLEWOOD-OAKDALE  
WHITE BEAR LAKE AREA  
MAHTOMEDI

### Harmony Learning Center

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**Hmoob:** 612-707-8454, 651-757-0263