

A COMPREHENSIVE MANUAL ON: BASIC COMPUTER TRAINING



BY SMITH ANDERSON

Applied Computer Training Manual

Albert A Gayle



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Applying Computers in Social Service & Mental Health Agencies Simon Slavin, 1982 For those administrators with the responsibility of choosing a computer system Applying Computers in Social Service and Mental Health Agencies suggests practical considerations about the purchase and implementation of a computer system Dr Slavin argues that social service and mental health agencies can use a computer system to enhance the quality and quantity of service provided to their clients Pertinent issues are discussed such as the costs and benefits of competing hardware and software the contributions of the small computer and the development of systematic information systems that connect local and statewide data The book is a reliable resource that will aid wise decision making *Computer Education* Susan S. Klein, 1984 **Computer**

Education National Institute of Education (U.S.), 1984 *The National Guide to Educational Credit for Training Programs* 2002 (Ace) American Council on Education, American Council on Education, 2005 For over 25 years this guide has been the trusted source of information on over 6 000 educational programs offered by business labor unions schools training suppliers professional and voluntary associations and government agencies These programs provide educational credit to students for learning acquired in noncollegiate settings Each entry in the comprehensive National Guide provides BL Course title as assigned by the participating organization BL Location of all sites where the course is offered BL Duration in contact hours and days or weeks BL The period during which the credit recommendation applies BL The purpose for which the course was designed BL The abilities or competencies acquired by the student upon successful completion of the course BL The teaching methods materials equipment and major subject areas covered BL College credit recommendations offered in four categories by level of degrees and expressed in semester hours and subject areas in which credit is applicable The introductory section includes the Registry of Credit Recommendations an ACE College Credit Recommendation Service transcript system

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