

Nor Luyce Mentoring Center for Youth NGO

Computer Classes for Creative Minds

**During the computer classes the mentees will learn the following skills:**

1. Microsoft Word
2. Microsoft Excel
3. Power – Point Presentation
4. Paint
5. Photoshop
6. Internet
* Safe Internet Usage
* How to do research on the internet
* How to build a network through the internet, etc.

Along with these computer skills the mentees will not only have enough time to practice their newly acquired skills but also gain other important skills, such as:

1. Career planning
2. The importance of having a degree
3. Resume writing
4. Cover letter writing
5. Communication skills
6. Interview skills
7. Leadership skills
8. Budgeting
9. Public speaking
10. Life mapping
11. Work ethics
12. Time management
13. Rhetorical Speaking

All these classes will support the teenage girls from orphanages and low-income families to be self-sufficient, successful and marketable young women.