



Newsletter for [EducationOnlineForComputers.com](http://www.EducationOnlineForComputers.com) Computer Software Education, Training & Tutorial Resources

***** ISSUE #11 - Jan. 2004 *****

<http://www.EducationOnlineForComputers.com>

This Newsletter is only sent to its subscribers and is available in February, 2004 on the web at

<http://www.EducationOnlineForComputers.com/newsletter11.html>

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<http://www.EducationOnlineForComputers.com/newsletter.html>

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1) Editor's Greeting:

Hello everyone, and welcome to our new subscribers!

This is our 11th monthly Newsletter for our new site, EducationOnlineForComputers.com, giving you the most current Free online Software Training and Tutorial Resources that we have recently discovered and researched. This newsletter is free to anyone subscribing (instructions at bottom, no username/password is needed). To access our member site, however, you do need a user name and password - registering as a member of EducationOnlineForComputers.com costs only \$14 for two months, for more information please see below 'Become a Member of EducationOnlineForComputers.com'.

My desire is that these free resources will help you with your computer education and training and are tools to advance your career. Our main mission is the training of those less fortunate who are seeking to become computer literate, from a user's perspective.

By means of this email newsletter, you have knowledge of and access to these sites before our web site visitors do. The best of these resources will be added to our Member Training pages and the remainder to our Free Training pages.

***** Current Issue *****

This issue describes a total of 20 Software and Computer training, learning and tutorial

web sites, with a total of 112 tutorial courses linked. It features many free Microsoft Office training tutorials for your learning profit and enjoyment.

For your convenience, this newsletter is also available to subscribers in HTML format at this special url: http://www.educationonlineforcomputers.com/current_news.html

If you are looking for free technical or programming training, please visit our sister site: <http://www.intelligentedu.com>.

I wish you the best with your computer studies and learning.

Warm Regards,

Scott Turton Newsletter and Web Site Editor

scott_turton@EducationOnlineForComputers.com

<http://www.EducationOnlineForComputers.com>

**"Learn New Skills and Increase Your Earning Power
- With Free Online Computer Training!"**

***** [Become a Member of EducationOnlineForComputers.com](http://www.educationonlineforcomputers.com) *****

Our Members' Site contains the web's best Microsoft Office and other software training resources and tutorials. This content is individually linked and presented in a way to expedite and facilitate your computer learning experience. We have done all the web research and presentation work for you so you can concentrate solely on your computer training. For short [FAQ Answers](#), please see the end of this newsletter.

The total price to join as a member is only \$14 total for 2 months, \$24 for 4 months, \$32 for 6 months, or \$56 for a whole year. The funds generated will assist us to help all those seeking computer education and application end-user training. [Here's the link](#) to see what's available on our member's site and to sign up.

--> **Here is Your Reward for Subscribing to this Newsletter** <--

*** [Get Your Free Microsoft Office Forms and Templates](#) ***

Click here for tons of Free Office Forms and Templates: <http://tinyurl.com/7ibm>

Here's another special bonus for you: if you have a web site and want to increase it's traffic by 50%, we'll show you how - Click on this link to sign up at the best free traffic generator on the web today: <http://tinyurl.com/4i2x>

2) The Best New Free Microsoft Office Training & Tutorial Sites:

This section of our newsletter contains the best new Free Microsoft Office training and tutorial sites that we have found and researched in the last few weeks.

Microsoft Office 2000 is a software suite that consists of different applications that perform various activities. MS Office 2000 is by far the most widely recognized software suite in the world.

University of Denver Course Handouts:

<http://www.du.edu/uts/training/handouts.html>

Access 2002 (XP):

Beginning Access

Tables

<http://www.du.edu/uts/training/handouts/access/access2002/begaccessables2002.htm>

Queries

<http://www.du.edu/uts/training/handouts/access/access2002/begaccessqueries2002.htm>

Forms

<http://www.du.edu/uts/training/handouts/access/access2002/begaccessforms2002.htm>

Reports

<http://www.du.edu/uts/training/handouts/access/access2002/begaccessreports2002.htm>

Intermediate Access

Handout #1

<http://www.du.edu/uts/training/handouts/access/access2002/intaccess12002.htm>

Handout #2

<http://www.du.edu/uts/training/handouts/access/access2002/intaccess22002.htm>

Advanced Access

Web Pages

<http://www.du.edu/uts/training/handouts/access/access2002/advaccessweb2002.htm>

Modules

<http://www.du.edu/uts/training/handouts/access/access2002/accessmodules2002.htm>

Macros

<http://www.du.edu/uts/training/handouts/access/access2002/advaccessmacros2002.htm>

Excel 2002 (XP):

View overall Excel index

<http://www.du.edu/uts/training/onlineindex/excelsupport.html>

Excel 2002 FAQs

<http://www.du.edu/uts/training/onlineindex/excelfaq.html>

Beginning Excel - Creating & Formatting a Spreadsheet

<http://www.du.edu/uts/training/handouts/excel/excel2002/beg2002.htm>

Intermediate Excel

Formulas & Functions

<http://www.du.edu/uts/training/handouts/excel/excel2002/formulas2002.htm>

Charts

<http://www.du.edu/uts/training/handouts/excel/excel2002/charts2002.htm>

Advanced Excel

Templates & Macros

<http://www.du.edu/uts/training/handouts/excel/excel2002/templates2002.htm>

Databases

<http://www.du.edu/uts/training/handouts/excel/excel2002/database2002.htm>

Advanced Functions

<http://www.du.edu/uts/training/handouts/excel/excel2002/advfunctions2002.htm>

Pivot Tables

<http://www.du.edu/uts/training/handouts/excel/excel2002/pivot2002.htm>

Outlook 2002 (XP):

View overall Outlook index

<http://www.du.edu/uts/training/onlineindex/outlooksupport.html>

Beginning Outlook - E-mail

<http://www.du.edu/uts/training/handouts/outlook/outlook2002/begoutlook2002.htm>

Intermediate Outlook - Contacts, Calendar & Tasks

<http://www.du.edu/uts/training/handouts/outlook/outlook2002/intoutlook2002.htm>

PowerPoint 2002 (XP):

View overall PowerPoint index

<http://www.du.edu/uts/training/onlineindex/pptsupport.html>

PowerPoint 2002 FAQs

<http://www.du.edu/uts/training/onlineindex/pptfaq.html>

Beginning PowerPoint - Creating & Animating a Presentation

<http://www.du.edu/uts/training/handouts/ppnt/ppnt2002/begppt2002.htm>

Intermediate PowerPoint

Creating & Customizing Design Templates

<http://www.du.edu/uts/training/handouts/ppnt/ppnt2002/ppttemplates2002.htm>

Graphics, Multimedia & Other Objects

<http://www.du.edu/uts/training/handouts/ppnt/ppnt2002/pptmultimedia2002.htm>

Word 2002 (XP):

View overall Word index

<http://www.du.edu/uts/training/onlineindex/wordsupport.html>

Word 2002 FAQs

<http://www.du.edu/uts/training/onlineindex/wordfaq.html>

Beginning Word 2002

Creating a Basic Document

<http://www.du.edu/uts/training/handouts/word/word2002/begword2002.htm>

Basic Formatting

<http://www.du.edu/uts/training/handouts/word/word2002/basicword2002.htm>

Intermediate Word 2002

Tables & Forms

<http://www.du.edu/uts/training/handouts/word/word2002/tablesforms2002.htm>

Templates & Macros

<http://www.du.edu/uts/training/handouts/word/word2002/templatesmacros2002.htm>

Graphics

<http://www.du.edu/uts/training/handouts/word/word2002/graphics2002.htm>

Advanced Word 2002

Mail Merge

<http://www.du.edu/uts/training/handouts/word/word2002/mailmerge2002.htm>

Formatting

<http://www.du.edu/uts/training/handouts/word/word2002/advformatting2002.htm>

Long Documents

<http://www.du.edu/uts/training/handouts/word/word2002/longdocs2002.htm>

Microcomputer Applications:

<http://www.cs.uwm.edu/classes/cs211/>

This course covers Microsoft Office applications Word, Power Point, FrontPage, Excel, and Access. It also covers the Internet, Internet Explorer, Email, and the Windows operating system. Free lecture notes and slides are available.

Access 2000 Tutorial:

<http://www.wiu.edu/users/mfsjr1/access.htm>

This Access tutorial provides you with several units, each containing several lessons. In Unit A, you will learn the basics of database terminology and design, the relationship between Access objects (Forms, Reports, Queries, and Tables), how to create a new database, enter and edit a record. Other units teach you table and query design, forms design and report creation.

Microsoft Access 97: An Intermediate Guide:

<http://www.rdg.ac.uk/ITS/Topic/Database/DaPAcc9702/>

This tutorial guides you through Speeding up Table Creation, Relationships, Finding Unmatched Records, Action Queries, Form Design, Switchboards, and Macros.

MS Access SQL Query Examples, Samples, Tips and Tricks:

http://www.blueclaw-db.com/database_consulting.htm

This page provides 'how to' examples for several situations where you'll need to get into the Access SQL editor to customize your query.

3) The Best New Free Training Sites for Flash, Photoshop, Dreamweaver, FrontPage, and other Adobe and Macromedia Applications

University of Denver Course Handouts:

<http://www.du.edu/uts/training/handouts.html>

View overall Web Development index

<http://www.du.edu/uts/training/onlineindex/websupport.html>

Beginning FrontPage 2002 - Creating a Basic Website

<http://www.du.edu/uts/training/handouts/front/front2002/begfront2002.htm>

Intermediate FrontPage 2002 - DU Templates

<http://www.du.edu/uts/training/handouts/web/templates.htm>

Advanced FrontPage 2002 - Graphics

<http://www.du.edu/uts/training/handouts/front/front2002/frontgraphics2002.htm>

Advanced FrontPage 2002 - Online Email Forms

<http://www.du.edu/uts/training/handouts/front/front2002/frontgraphics2002.htm>

FrontPage 2002 Themes

<http://www.du.edu/uts/training/handouts/front/front2002/frontthemes2002.htm>

Flash Tutorials and Training Movies:

Flash 4

http://www.lynda.com/tips/flash_tips.html

Flash 5

<http://movielibrary.lynda.com/html/modPage.asp?ID=1>

Advanced Flash 5

<http://movielibrary.lynda.com/html/modPage.asp?ID=11>

Intermediate Flash 5

<http://movielibrary.lynda.com/html/modPage.asp?ID=7>

Optimizing Flash 5 Content

<http://movielibrary.lynda.com/html/modPage.asp?ID=8>

Animation Principles

http://www.lynda.com/products/videos/animcd/sample_movie.html

Flash MX

<http://movielibrary.lynda.com/html/modPage.asp?ID=29>

ImageReady Tutorials and Training Movies:

ImageReady 2

<http://www.lynda.com/tips/ir2.html>

ImageReady 3

<http://movielibrary.lynda.com/html/modPage.asp?ID=14>

Dreamweaver Tutorials and Training Movies:

Dreamweaver 3

<http://www.lynda.com/products/books/dw3hot/dw3movies.html>

Dreamweaver 3

<http://movielibrary.lynda.com/html/modPage.asp?ID=18>

Dreamweaver 4

<http://movielibrary.lynda.com/html/modPage.asp?ID=2>

Intermediate Dreamweaver 4

<http://movielibrary.lynda.com/html/modPage.asp?ID=3>

Ultradev 4

<http://movielibrary.lynda.com/html/modPage.asp?ID=21>

Photoshop Tutorials and Training Movies:

Photoshop 5.5

<http://movielibrary.lynda.com/html/modPage.asp?ID=13>

Photoshop 6

<http://movielibrary.lynda.com/html/modPage.asp?ID=13>

Photoshop 6 for the Web

<http://movielibrary.lynda.com/html/modPage.asp?ID=14>

Advanced Photoshop 6

<http://movielibrary.lynda.com/html/modPage.asp?ID=4>

No Pixels Harmed

<http://movielibrary.lynda.com/html/modPage.asp?ID=27>

Photoshop Elements

<http://movielibrary.lynda.com/html/modPage.asp?ID=26>

New in Photoshop 7

<http://movielibrary.lynda.com/html/modPage.asp?ID=28>

Acrobat 5 Tutorials and Training Movies:

<http://movielibrary.lynda.com/html/modPage.asp?ID=20>

4) The Best New Free Web Development Training Sites

Web Site Development by Oklahoma City Community College:

http://www.webct.com/exemplary/viewpage?name=exemplary_2003_philipp

Students gain a basic knowledge of web design and coding, apply these to exercises, and then create a complete website.

Web Page Construction and Design from Wake Forest University:

Site Management and Web Editing with Dreamweaver 4.0

<http://io.wfu.edu/Library/ITC/training/dreamweaver/dw4.pdf>

What's New in Dreamweaver 4.0

<http://io.wfu.edu/Library/ITC/training/dreamweaver/dw4new.pdf>

Basic Animation in Flash 5

<http://io.wfu.edu/Library/ITC/training/webpages/flash/flash51.pdf>

Image Techniques in Dreamweaver 4.0

<http://io.wfu.edu/Library/ITC/training/dreamweaver/dw42.pdf>

Sample Files for Image Techniques in Dreamweaver 4.0

<http://io.wfu.edu/Library/ITC/training/webpages/dreamweaver/dw42samples/>

Resources for HTML and Web Design HTML

<http://io.wfu.edu/Library/ITC/training/webpages/webresrc.htm>

University of Denver Course Handouts:

<http://www.du.edu/uts/training/handouts.html>

View overall Web Development index

<http://www.du.edu/uts/training/onlineindex/websupport.html>

Web Development FAQs (Frequently Asked Questions)

<http://www.du.edu/uts/training/onlineindex/webfaq.html>

Beginning HTML

<http://www.du.edu/uts/training/handouts/web/html.html>

Collecting Data on the Web: From an Online Form to Microsoft Excel

<http://www.du.edu/uts/training/handouts/front2000/cgifile.htm>

How to FTP & Troubleshoot Web Publishing

<http://www.du.edu/uts/training/handouts/front2000/troubleshooting.htm>

Converting Microsoft Office 2002 Documents to the Web

<http://www.du.edu/uts/training/handouts/web/converting2002.htm>

5) The Best New Free Windows, Linux, Hardware and General Computer Training Sites

Windows XP Basics:

Introduction to Windows XP

<http://www.du.edu/uts/training/handouts/xpbasics/introxp.htm>

Windows XP File Management

<http://www.du.edu/uts/training/handouts/xpbasics/filemgmtxp.htm>

Windows XP Classic View File Management

<http://www.du.edu/uts/training/handouts/xpbasics/filemgmtxp.htm>

Office XP New Features

<http://www.du.edu/uts/training/handouts/xpbasics/xpnewfeatures.htm>

Windows XP:

The Windows XP Professional Environment

Logging On and Using the Mouse

<http://www.microsoft.com/insider/learning/lcwinxp1.htm>

Exploring the Windows XP Professional Desktop

http://www.microsoft.com/insider/learning/lcwinxp1_2.ht

Working with an Open Window

http://www.microsoft.com/insider/learning/lcwinxp1_3.htm

Using Help

http://www.microsoft.com/insider/learning/lcwinxp1_4.htm

Managing Folders and Files

Introduction to Windows XP Professional Hierarchy

<http://www.microsoft.com/insider/learning/lcwinxp2.htm>

My Documents, My Computer, and My Network Places

http://www.microsoft.com/insider/learning/lcwinxp2_2.htm

Using the Search Companion

http://www.microsoft.com/insider/learning/lcwinxp2_3.htm

Creating Folders

http://www.microsoft.com/insider/learning/lcwinxp2_4.htm

Copying and Moving Objects

http://www.microsoft.com/insider/learning/lcwinxp2_5.htm

Using the Recycle Bin

http://www.microsoft.com/insider/learning/lcwinxp2_6.htm

Orientation to Windows XP Professional Programs

Working with WordPad

<http://www.microsoft.com/insider/learning/lcwinxp3.htm>

Working with Paint

http://www.microsoft.com/insider/learning/lcwinxp3_2.htm

Working with Windows Movie Maker

http://www.microsoft.com/insider/learning/lcwinxp3_3.htm

Customizing the Windows XP Professional Desktop

Working with Shortcuts

<http://www.microsoft.com/insider/learning/lcwinxp4.htm>

Using the Network

More About My Network Places

<http://www.microsoft.com/insider/learning/lcwinxp5.htm>

Working Remotely

http://www.microsoft.com/insider/learning/lcwinxp5_2.htm

Managing and Administering the Workstation

Microsoft Management Console

<http://www.microsoft.com/insider/learning/lcwinxp6.htm>

Using the Control Panel

http://www.microsoft.com/insider/learning/lcwinxp6_2.htm

File Systems and Recovery

http://www.microsoft.com/insider/learning/lcwinxp6_3.htm

6) Software, Office and Computer Sites and Downloads Worth Mentioning

BizOffice:

http://www.bizoffice.com/soft_msoffice.html

This site contains many free and shareware Add-Ons for Access, Excel, Outlook, PowerPoint, Word, and miscellaneous MS Office tools.

Microsoft Office Add-ons and Utilities:

http://www.winwarelinks.com/apps/business_productivity/office_addons.htm

Here are 36 more Add-on programs and utilities for all the MS Office applications.

Must Have Free Utilities:

<http://pcworld.shopping.yahoo.com/yahoo/article/0,aid,111639,00.asp>

This is a collection of the top ten no-cost tools for your PC.

7) Question of the Month about Software Training:

Each month Scott Turton will answer a current or important question that we have received about computer and software training.

January 2004 Question:

Where can I download copies of the Microsoft Office software for free?

Answer:

Many sites that offer copies of the Microsoft Office software to download for free are often offering pirated or stolen copies. EducationOnlineForComputers.com does not offer any pirated software for you to download. We can give you some suggestions on how you can obtain low-cost software though.

If you are a student Microsoft offers discounted software. Many times you can get copies of this software from your local campus bookstore. Some retail outlets will also sell you discounted software with a valid student ID.

You can also find used copies at auction sites such as ebay (<http://www.ebay.com>). Be careful when purchasing used copies from a website to make sure that you are buying a licensed copy.

If you still want a free Office solution you can look at OpenOffice (<http://www.openoffice.org>). OpenOffice is a free alternative to Microsoft Office that works on many different operating systems such as Windows, Mac, and Linux. OpenOffice contains a Word Processor, spreadsheet, and presentation applications. It reads and writes files that are in the same format as Microsoft Word, Excel and Powerpoint.

I hope this helps you.

Scott Turton

<http://www.EducationOnlineForComputers.com>

8) Please Support Our Training Mission

<http://www.EducationOnlineForComputers.com>

How You Can Support Our Computer and Software Training Mission

Please help support EducationOnlineForComputers.com's Computer and Software Education and Training Mission by visiting our sponsors below and requesting more information. By doing so, you will be helping people who want to learn to use computers in an Information Technology career.

[Financing4all.net:](http://www.financing4all.net)

<http://www.financing4all.net>

Learn and then apply the Financing and Investment Techniques used today to make the best financial and investment decisions possible. You'll get Free Information and Guides, Learning Materials, and Online Tools to empower you to deal with those who do this

everyday. We will lead and guide you in your decisions about Auto Loans and Leases, Home Mortgages and Refinancing, Stocks, Investments, Insurance, Business Loans, Lenders and Investors.

University of Phoenix Online: Advance your career:

<http://pontly.com/clk/aftauserafthepausulde>

DeVry: Online degrees for working adults?

<http://iashel.com/clk/guntuanglangan>

ITT Technical Institute: Choose from their many programs:

<http://ipodra.com/clk/kaitanyunnuodiao>

Free to Sell - The Ultimate eBook!

(lowest price on the web)

http://www.intelligentedu.com.com/free_to_sell.html

Search for IT Training:

<http://tinyurl.com/4133>

Computer Colleges:

<http://tinyurl.com/4132>

American College of Computer & Information Sciences:

Get the degree you need to advance your career...online at your convenience

<http://wesac.com/clk/solfglurtmataftatz>

Saint Leo University Online:

Accelerated Online Degree Programs: Business and Accounting, Computer Information, Criminal Justice, Liberal Arts.

<http://gartum.com/clk/yadenibonkiryudaibon>

University Alliance Schools:

Accelerated degrees and flexible online courses with streaming video lectures

<http://elilip.com/clk/tuonongzangtuzhuai>

EducationOnlineForComputers.com

<http://www.EducationOnlineForComputers.com>

Free Computer Software Training Now!

A free and member-based software educational and training portal web site. We have compiled, categorized, described, and linked many sites that will be of keen interest to computer software application end-users seeking free training and knowledge. Many subject areas are covered, including Microsoft Office, Flash, Photoshop, Dreamweaver, FrontPage, Web Development, Windows, Linux, and Computer Hardware. You are able to study and learn all about computer software via Free training, courses, tutorials, documentation, articles, tips, notes, and help. Check us out today.

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[EducationOnlineForComputers.com's Member Site](#)

Our Members' Site contains the web's best computer software training resources and tutorials. This content is individually linked and presented in a way to expedite and facilitate your software and computer learning experience. We have done all the web research and presentation work for you so you can concentrate solely on your computer training.

EducationOnlineForComputers.com Member Site FAQ Answers:

1. All of the web sites and pages in our members site are not in the free section of our web site. The member site training is more detailed and the best available. The online training resources in our members' site are linked and laid out in a much more detailed fashion than those in the free section. This will save you time in finding all the best free training on the web.
2. You can choose to pay using either Paypal or 2Checkout. If paying pay check and you live in the U.S., please select 2Checkout.
3. You have a choice to select the non-recurring or recurring method of payment. If you select non-recurring, when your membership period expires, you will not be automatically charged another fee on your credit card or check.
4. The total price to join our member's site is only \$14 total for 2 months, \$24 for 4 months, \$32 for 6 months, or \$56 for a whole year. The funds generated will assist us to help all those seeking software application education training. Here's the link to see what's available on our member's site and to sign up: <http://tinyurl.com/7ien>
You can email Scott Turton with questions at scott_turton@educationonlineforcomputers.com

I will give you 5 Great Free Bonuses when you sign up now.

These are as follows:

1. 28 Modules of Soft Skills Training, covering topics such as Coaching, Delegating, Finance Essentials, Hiring, Leading and Motivating Team, Making a Presentation, Managing Your Time, and Setting Goals.
2. 19 Online Business and Reference Books, including titles such as Scientific Advertising, The Art of Electronic Publishing, and Small Business Manual
3. 12 Instructive e-Books, including On Line Stealth Marketing, 7 Secrets to Unlimited Traffic, and Increase Auction Profits.

4. Instant and Easy Online Access to the 24 Best Free Computer Help & Support Sites.
 5. 45 of the Best, Completely Free Programs and Utilities.
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(You will need to confirm using a link in a confirming email.)

Or go to this web page and use the **subscribe form**:

http://www.educationonlineforcomputers.com/newsletr_sub_unsub.html

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(no need to confirm)

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Thank You!

scott_turton@educationonlineforcomputers.com

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