

### Strategic Internet Conference

We will host an international strategic Internet conference in the Washington, DC area this spring.

The focus of the conference is to discuss the applications of electronic commerce technology, including secure transactions, online advertising, and development of new markets.

Watch for additional details in the next few weeks.

### New Virus Alert

Computer users used to have to worry only about a virus' erasing or changing files stored on our disks. Now we've got a few worry: viri that steal our most private files and transmit them to some black hole in cyberspace -- and without our ever knowing it.

The Caligula virus is the latest in data-stealing viri that have appeared recently. These new viri are significantly more complex and insidious than their predecessors.

### Internet Marketing Tip

The easiest ways to get prospective clients to repeatedly visit your site is to create a message board that encourages online conversations. See ours at [dgl.com/msg](http://dgl.com/msg).

Learn tips like this in our CyberMarketing class, February 22<sup>d</sup>.

### Word Tip

Link your Excel spreadsheets and charts into your Word documents as hot links so you don't have to worry about mistyping data every time it changes. Use the Paste Special option of the Edit menu.

Learn tips like this in our Word, Level 2 class on February 19<sup>th</sup>.

### Upcoming Classes



Here's a short list of our most popular classes. Call Dave or Ann for a list of all our classes.

Windows 95/98/NT, Lvl 1 ... 2/3, 3/3  
Word, Lvl 1 ..... 2/5, 3/5  
Word, Lvl 2 ..... 2/19, 3/22  
WordPerfect, Lvl 1 ..... call for dates  
Excel, Lvl 1 ..... 2/12, 3/12  
Excel, Lvl 2 ..... 2/26, 3/24  
Excel, Lvl 3 ..... call for dates  
Quattro Pro, Lvl 1 ..... call for dates  
PowerPoint, Lvl 1 ..... 2/9, 3/10  
PowerPoint, Lvl 2 ..... 2/23, 3/30  
Access, Lvl 1 ..... 3/4  
Access, Lvl 2 ..... 2/16, 3/18  
Netscape, Lvl 1 ..... 3/9  
CyberMarketing ..... 2/22, 3/9  
Website Dev, Lvl 1 ..... 2/17, 3/19  
Website Dev, Lvl 2 ..... 2/17, 3/19  
PageMaker, Lvl 1 ..... 2/24 & 2/25  
Act!, Lvl 1 ..... 3/16  
Project, Lvl 1 ..... call for dates  
QuickBooks ..... coming in March!

### Customers Speak Out...

**"Perfect flow and perfect class size."**

*Mike Harris, JHU*

**"Dave was very informative and kept my attention throughout the class."**

*Anissa Carter, Spectera*

**"This class was exceptional. The instructor made the class very personal and incorporated my needs into the training."**

*Brian Jolles, Insurance*

**"Very good instructor."**

*William Paulsen, W. R. Grace*

**"Best class I've ever attended!"**

*Lynn Hall, Spectera*

### QuickBooks

We have partnered with General Business Services (GBS), one of the leading accounting firms, to offer QuickBooks training classes.

The classes will be organized by Damar Group and presented by a professional GBS accountant.

The 2-day seminar will begin in the second half of March. Call our academic registrar, Ann Thompson, at 410.290.7000 for details.

### Win98 Successor Delayed

As I reported a few issues ago, Windows 98 will be the last of the Windows 9X series and will be succeeded by Windows 2000 — a Windows NT upgrade.

But Win2000 is having a few problems getting off the ground so Microsoft has plans to issue multiple "service releases (SR)" to Win98 while it buys time to finish Win2000. For the next couple of years we'll continue to see Win98 on our desktops, albeit with some minor updates via the SR packs.

### If You Don't Train, Don't Complain!

Our certified instructors love to travel. With a kit bag full of training materials and a nose for all things techno, DGL's trainers present our standard classes as well as specialty seminars anywhere, anytime.

Call Dave Murphy or Ann Thompson, 410.290.7000, to arrange an onsite software training seminar for your staff. Remember, **if you don't train, don't complain.**

### Subscriptions

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