

TECHNOLOGY CLASSES

@ THE LIBRARY
SEPTEMBER 2016

Excel Basics

Thursday, September 8 at 1 pm

Learn the basics of Excel, a spreadsheet program that lets you store, organize, and manipulate data. This class will show you how to insert text and basic functions like AutoSum and AutoFill to help you get started using this robust application.

Excel: Formulas and Functions

Thursday, September 15 at 1 pm

Formulas and functions are how to make Excel work for you. Learn how to create basic formulas or use already created functions to add numbers together, calculate a mortgage payment, or search for variables. Basic Excel skills required.

Job Searching Basics

Tuesday, September 20 at 3 pm

This workshop will help participants become familiar with a variety of websites to find and apply for jobs, help them fill out online applications, and submit electronic resumes.

3-D Basics

Tuesday, September 20 at 6 pm

Learn the foundations of 3-D printing. Join us to find out what 3-D printing is, how it works, and where you can find resources to discover, create, and share 3-D printable files.

Microsoft Word: Resumes

Thursday, September 22 at 1 pm

Learn how to build a professional looking resume using basic format tools in Microsoft Word, a word processing application.

Windows 10 Tips and Tricks

Thursday, September 29 at 1 pm

New to Windows 10? This workshop will show you tips and tricks that will help you get comfortable using the new interface. Learn about how to customize the new Start Menu, access the Quick Access Menu, and how Cortana can give you directions or set reminders for you and much more.

B.Y.O.D. - Bring Your Own Device

Saturday, September 17 from 10:00 am - 1:00 pm

Bring your own mobile device and learn how to access free eBooks, audio books, movies, and music using Overdrive, Hoopla, or Tumble Book Library (for children). Drop-in event.

Technology Tutoring

Every Thursday, by appt.

Call the library to book an hour long session to learn new skills and solve your technology problems. Learn anything from finding and printing recipes online to selling on eBay.

Intermediate Microsoft Office Excel

Tuesday, September 13 from 6:30-7:30 pm

This class will focus on editing, creating charts, and inserting basic functions. Bring any questions, problems, or already created spreadsheets for troubleshooting. Basic Excel skills required.

B.Y.O.D. - Bring Your Own Device

Saturday, September 24 from 10:00 am - 1:00 pm

Bring your device to learn how to access free eBooks, audio books, movies, and music using Overdrive, Hoopla, or Tumble Book Library (for children). This is a drop-in event.

Introduction to Google Drive

Tuesday, September 13 at 6 pm

Learn how to use Google Drive to create documents in the "Cloud". Learn about saving, sharing, group editing, and more. Participants need to have a Google account - Please come early if you need to get a G-Mail account or retrieve your G-Mail password.

NC LIVE Exploration Series- Learn to Speak a New Language!

Monday, September 19 at 6:30 pm

NC LIVE provides free, online access to powerful and reliable information and resources. This month we'll explore NC LIVE's Pronunciator Online Language Learning Software.

Computer and Tablet Drop-In Sessions

Tuesday, September 20 from 6-7 pm

Have a computer question or an E-reader question? Drop-in and we will help. You can also call to set up a one-on-one appointment anytime.

Introduction to Google Photos

Tuesday, September 27 at 6 pm

Learn how you can use Google Photo to safely back up, organize and label all of your digital photos, so you can find them fast, and share them how you like. Participants need to have a Google account - Please come early if you need to get a G-Mail account or retrieve your G-Mail password.

Introduction to Excel - September 2nd 10 am

Introduction to Publisher - September 16th 10 am

Introduction to Excel - September 23rd 10 am

Introduction to Word - September 30th 10 am

Intro to Twitter

Wednesday, September 7 at 10 am

Interested in what all the kids are doing on twitter. Learn how to set up an account and start tweeting with them.

Kindle Fire Class

Wednesday, September 21 at 10 am

Have questions about using your Kindle Fire? Let us help!



Catawba County
Library System

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