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George & Cynthia Woods Mitchell Library & South Regional Library

Computer Classes

Computer Class Descriptions

- ◆ **Word, Excel, PowerPoint, and Outlook Tips & Tricks** - discover shortcuts and tips that will make you a faster and more efficient user of these Microsoft applications.
- ◆ **Web Lab** - Bring your web-related questions and find answers!
- ◆ **Microsoft Excel 2013 Parts 1- 6** - Join us to experience Excel from beginner to advanced.
- ◆ **Library Databases** - Learn how to search and navigate your library's 150+ informational databases.
- ◆ **Microsoft Publisher 2013 Parts 1-5** - Discover the Microsoft application used to produce professional publications such as newsletters, brochures, signs, cards, gift certificates and more.
- ◆ **Downloading e-Books and Audio Books** - Learn how to search for, checkout, and download eBooks, audio books, and videos for free from your library. Bring your library card, Amazon account password if you have one, and your devices for hands-on-experience.
- ◆ **Open Lab** - These two-hour blocks of time are set aside for your computer-related questions and problems.

Computer Classes - October 2017

Monday	Tuesday	Wednesday	Thursday	Friday
2 SOUTH Word Tips & Tricks 9:30 - 11:30	3 MITCHELL Excel Tips & Tricks 9:30 - 11:30	4 SOUTH Web Lab 1:00 - 3:00	5 MITCHELL PowerPoint Tips & Tricks 9:30 - 11:30	6 MITCHELL Outlook Tips & Tricks 9:30 - 11:30
9 SOUTH Excel Part 1 9:30 - 11:30	10 MITCHELL Library Databases 9:30 - 11:30	11 SOUTH Excel Part 2 1:00 - 3:00	12 MITCHELL Publisher Part 1 9:30 - 11:30	13 MITCHELL Downloading eBooks and Audio Books 9:30 - 11:30
16 SOUTH Excel Part 3 9:30 - 11:30	17 MITCHELL Publisher Part 2 9:30 - 11:30	18 SOUTH Excel Part 4 1:00 - 3:00	19 MITCHELL Publisher Part 3 9:30 - 11:30	20 MITCHELL Open Lab 9:30 - 11:30
23 SOUTH Excel Part 5 9:30 - 11:30	24 MITCHELL Publisher Part 4 9:30 - 11:30	25 SOUTH Excel Part 6 1:00 - 3:00	26 MITCHELL Publisher Part 5 9:30 - 11:30	27 NO CLASS
30 NO CLASS	31 NO CLASS			

South	Mitchell
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Events are subject to change without notice. Any individual who requires an auxiliary aid or service to participate in a library program should submit a request to the manager of the sponsoring facility at least 2 days in advance of the event.

South Regional Library
 2101 Lake Robbins Dr.
 The Woodlands, TX 77380
 (936) 442-7727 ext. 6368
 Denise Gardner

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