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George & Cynthia Woods Mitchell Library & South Regional Library

Computer Classes

Computer Class Descriptions

Microsoft PowerPoint Parts 1-4 - Learn how to create and animate presentations for training and informing audiences.

Create a Secure Password - Are you tired of trying to remember all of your passwords? Learn how to create passwords that are easy to recall and difficult to hack.

One Note Parts 1-3 - Do you wish you were more organized? This free software can be used to make digital notebooks where you can gather and organize text, pictures, digital handwriting, and audio and video recordings.

Open Lab - These two-hour blocks of time are set aside for your computer-related questions and problems. Use our computers or bring in your own for help and ideas.

Microsoft Word Parts 1-5 - Learn how to use this popular word processing software to create documents such as resumes, letters, and manuscripts.

Downloading eBooks and Audio Books - Learn how to search for, checkout, and download eBooks and audio books. Bring your devices, cords, and passwords.

Windows 10 Parts 1-3 - New to Windows 10 or just confused by it? This class will raise your comfort level! Bring your Windows 10 devices for hands-on experience.

Computer Classes - July 2017

Monday	Tuesday	Wednesday	Thursday	Friday
3 SOUTH PowerPoint Part 1 9:30 - 11:30	4 LIBRARIES ARE CLOSED	5 SOUTH PowerPoint Part 2 1:00 - 3:00	6 MITCHELL Creating a Secure Password 9:30—11:30	7 MITCHELL Open Lab 9:30—11:30
10 SOUTH PowerPoint Part 3 9:30 - 11:30	11 MITCHELL One Note Part 1 9:30—11:30	12 SOUTH PowerPoint Part 4 1:00 - 3:00	13 MITCHELL One Note Part 2 9:30—11:30 AM	14 MITCHELL NO CLASS
17 SOUTH Word Part 1 9:30 - 11:30	18 MITCHELL One Note Part 3 9:30—11:30 AM	19 SOUTH Word Part 2 1:00 - 3:00	20 MITCHELL Windows 10 Part 1 9:30—11:30 AM	21 MITCHELL Downloading eBooks/audio books 9:30 - 11:30
24 SOUTH Word Part 3 9:30 - 11:30	25 MITCHELL Windows 10 Part 2 9:30—11:30 AM	26 SOUTH Word Part 4 1:00 - 3:00	27 MITCHELL Windows 10 Part 3 9:30—11:30 AM	28 MITCHELL Open Lab 9:30—11:30
31 SOUTH Word Part 5 9:30 - 11:30				
South		Mitchell		

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

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Mitchell Library

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