

March 2018

Computer Lab Schedule

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|--------|---|--|--|--|----------|
| <p>To Register for a class stop in or call the library. You can also register online at: www.uticapubliclibrary.org/calendar</p> | | | | 1 | 2 | 3 |
| 4 | 5 | 6 Computer Fundamentals 10:30-12:00 (1 of 2) | 7 Computer Fundamentals 10:30-12:00 (2 of 2) <hr/> Drop In Lab 2:00-4:00 PM | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 Drop In Lab 2:00-4:00 PM | 15 Intro to PowerPoint 10:30-12:00 (1 of 2) | 16 Intro to PowerPoint 10:30-12:00 (2 of 2) | 17 |
| 18 | 19 | 20 | 21 Drop In Lab 2:00-4:00 PM | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 Drop In Lab 2:00-4:00 PM | 29 | 30 | 31 |

Library Hours: Sunday Closed, Monday-Tuesday 8:30-8:00, Wednesday-Thursday-Friday 8:30-5:30, Saturday 8:30-5:00

Computer Fundamentals

This class is designed for beginners who want to understand the basics of operating a personal computer. The library computers run on Windows 7 operating system. Students will learn computer terminology, how to use a mouse, create documents, manage files, and search the Internet.

Pre-requisites: None

Instructor: Sarah Schultz

Intro to PowerPoint

This class will go over the basics of using Microsoft PowerPoint including: layout and formatting a presentation.

Pre-requisites: Mouse and Keyboarding

Instructor: Angela Sweet Cloud

Have questions about:

- Applying to jobs online
- Creating an email account
- Downloading eBooks or audiobooks
- Posting to Craigslist
- Typing a resume
- Using social media
- Using your smartphone

- Using your tablet

Want to learn more about:



- Hoopla
- Overdrive
- Transparent Language
- RB Digital

Then come to a Drop In Lab!