



THE LIBRARY

utica public library

303 Genesee St • Utica, NY 13501

(315) 735-2279

www.uticapubliclibrary.org

May 2019

Computer Lab Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
To register for a class stop in or call the library. You can also register online at: www.uticapubliclibrary.org/calendar			1 Drop In Lab 2-4 PM	2	3	4
5	6	7	8 Drop In Lab 2-4 PM	9	10	11
12	13	14	15 Drop In Lab 2-4 PM	16 Computer Fundamentals 10:30-12 (1 of 2)	17 Computer Fundamentals 10:30-12 (2 of 2)	18
19	20	21 Emailing 101 10:30-12 (1 of 1)	22 Drop In Lab 2-4 PM	23	24	25 Library Closed— Memorial Day Weekend
26	27 Library Closed— Memorial Day Weekend	28	29 Drop In Lab 2-4 PM	30	31	

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

Computer Fundamentals

This two day class is designed to teach the basics of using a computer including: basic terminology, how to use a mouse, file organization, and browsing the internet.

Pre-Requisites: None

Instructor: Angela Sweet Cloud

Emailing 101

This one-day class will cover the email basics including: setting up an account, terminology, composing/sending emails, and email management.

Pre-Requisites: Mouse, Internet

Instructor: Sarah Schultz

Drop In Lab

Need a little guidance with something computer related? Need to learn how to use your email app on your smartphone, have a tricky tablet question, or need help applying to jobs online, then come to a Drop In Lab. You will work one on one with a Reference Librarian to answer your technology related questions.