

# Computer Classes

## *Computer Basics for Adults*

Computer Basics is a class for adult novice users and includes information on the keyboard and mouse.

Wednesday, September 6, 9:30 a.m. Ben May Main Library

Wednesday, September 13, 10 a.m. Parkway Branch

Thursday, September 14, 6 p.m. West Regional Branch

Wednesday, September 20, 9:30 a.m. Ben May Main Library

Wednesday, September 20, 9:30 a.m. West Regional Branch

## *Surfing the Net*

Learn how to use the Internet.

Thursday, September 21, 6 p.m. West Regional Branch

Wednesday, September 27, 9:30 a.m. West Regional Branch

## *Basics of Word*

The very basics of word processing with Microsoft Word.

Thursday, September 14, 6 p.m. Ben May Main Library

Thursday, September 28, 6 p.m. West Regional Branch

## *Advanced Word*

Tips and tricks for those with some Word experience.

Wednesday, September 6, 9:30 a.m. West Regional Branch

## *Basics of Excel I*

The very basics of Office Excel spreadsheet software - Part I.

Tuesday, September 26, 9:30 a.m. Ben May Main Library

## *Basics of Excel II*

The very basics of Office Excel spreadsheet software - Part II.

Thursday, September 7, 6 p.m. West Regional Branch

Wednesday, September 27, 9:30 a.m. Ben May Main Library

## *Basics of Powerpoint*

Learn the basics of Microsoft Powerpoint presentation software.

Wednesday, September 13, 9:30 a.m. West Regional Branch

Tuesday, September 19, 9:30 a.m. Ben May Main Library

## *Advanced Publisher*

Learn to use Microsoft Publisher 2007. Publisher 101 is required

Tuesday, September 12, 9 a.m. - Noon Ben May Main Library

## *Looking For Grants - Through the Funding Information Network*

Learn to search internet sites that list grants.

Tuesday, September 26, 9:30 a.m. - 11:30 a.m. West Regional Branch