Computer Basics for Adults
Computer Basics is a class for adult novice users and includes information on the keyboard and mouse.
Wednesday July 3, 9:30 A.M.  Ben May Main Library
Wednesday July 10, 9:30 A.M.  West Regional Library
Thursday July 11, 10 A.M.  Parkway Branch
Wednesday July 17, 9:30 A.M.  Ben May Main Library
Monday July 22, 6 P.M.  West Regional Library

Surfing the Net
Learn how to use the Internet. Must have a basic knowledge of computers.
Wednesday July 17, 9:30 A.M.  West Regional Library
Monday July 29, 6 P.M.  West Regional Library

Creating Emails
Learn how to effectively set-up, compose, attach documents and send emails.
Thursday July 18, 10 A.M.  Parkway Branch

Email 101/Resume 101
Learn to set up and use email, as well as learn to utilize the basic Microsoft Word templates for professional resumes.
Thursday July 11, 9:30 A.M.  Moorer/Spring Hill Branch

Online Shopping & Couponing 101
Learn to safely navigate online shopping and discover some tips and tricks for finding the best buys.
Thursday July 25, 9:30 A.M.  Moorer/Spring Hill Branch

Basics of Word
The very basics of word processing with Microsoft Word.
Thursday July 11, 9:30 A.M.  Ben May Main Library
Wednesday July 24, 9:30 A.M.  West Regional Library
Thursday July 25, 10 A.M.  Parkway Branch

Advanced Word
Tips and tricks for those with some experience with Microsoft Word.
Wednesday July 31, 9:30 A.M.  West Regional Library

Basics of Excel I
The very basics of Office Excel spreadsheet software - Part I.
Monday July 8, 6 P.M.  West Regional Library
Tuesday July 23, 9:30 A.M.  Ben May Main Library

Basics of Excel II
The very basics of Office Excel spreadsheet software - Part II.
Monday July 15, 6 P.M.  West Regional Library
Wednesday July 24, 9:30 A.M.  Ben May Main Library

Basics of Powerpoint
Learn the basics of Microsoft Powerpoint presentation software.
Tuesday July 9, 9:30 A.M.  Ben May Main Library

Got Google?
Learn how to create documents, spreadsheets and so much more using your Google account.
Monday July 8, 6 P.M.  Ben May Main Library

You Can, with Canva!
Learn how to make flyers, brochures and so much more using Canva.com
Thursday July 18, 2 P.M.  Ben May Main Library