

Need to upgrade your computer skills?

Whatever your learning style, we can help.



**Take your pick
of the
following FREE
offerings:**

IVES LIBRARY...

Weekly Computer Classes

Wednesday/Thursday 10-11:30 AM & Monday 5-6:30 PM, classes all require some familiarity with using a keyboard and mouse. For details, and to register call: 203-946-2283.

June 1 **Word Intro** | June 2 **Excel Intro** | June 6 **Internet Explorer** | June 8 **Excel Intermediate**
| June 9 **PowerPoint Intro** | June 13 **Excel Intro** | June 15 **Word Intermediate** | June 16 **Internet Explorer**
| June 20 **Excel Intermediate** | June 22 **PowerPoint Intro** | June 23 **Word Intro**
| June 27 **LinkedIn Intro** | June 29 **Photo Editing Intro** | June 30 **Keyboard, Mouse & Email** |

On Demand Help

Monday through Friday 12-5pm, Stop by the lower level Technology Center. Our knowledgeable staff are ready to help you find the answers to many of your technology questions...

Tuesday 4-5pm or 5:10-6:10pm. 50+ years of age and just starting or have a computer dilemma? Register by calling: 203-946-7001. **Call for appointment: 203-946-8130 x130**

WILSON LIBRARY

Thursday 10-11am, Wilson. PC classes.
Call Marian Huggins at 203-946-2228

Tuesday 5-6pm, Wilson. Group classes.
Also, tech-one-one by appointment. Call
Karina Gonzalez at 203-946-2228 ext 605

STETSON LIBRARY

Wednesday 6:30-7:30pm, Stetson. PC classes.
Call Rory Martorana at 203-946-8119

FAIR HAVEN LIBRARY

**Clases de Computacion para Adultos!
(Bilingual Computer Classes)**
Mondays, 5-6 pm | Thursdays, 6-7 pm

NEW HAVEN FREE PUBLIC LIBRARY IVES MAIN LIBRARY

133 Elm Street New Haven CT 06510 203-946-8130 x383 www.nhfpl.org

Class Descriptions

PC Basics :

What is hardware? What is software? By learning about your computer, you'll be better able to take advantage of its possibilities!

Internet Explorer – Accessing the Internet :

Internet Explorer is Microsoft's browser. Browsers are the bridge between you and the Internet. Learn how to use it!

Microsoft Excel Intro:

Excel is one of Microsoft's most powerful tools. Learn the basics about how to create and use spreadsheets. Cells, formulas and charts are among the topics covered.

Intermediate Microsoft Excel:

Building on lessons learned in Excel Primer class. You will create a home budget sheet. Also included: formatting cells, expanded formula application and auto fill

Windows 7 – Introduction :

Starting with the Windows 7 Taskbar, learn how to take advantage of the resources at your disposal in Microsoft Windows 7.

Keyboard and Mouse Workshop:

A hands-on workshop which will enhance essential keyboard and mouse skills.

Email: Set up a free Yahoo email account:

By the end of this class you will have your own email account for keeping in touch.

Microsoft Word Intro:

Use Word to create documents that are key in today's world for job searching and so much else. Learn how to create a cover letter using Word.

Intermediate Word:

Building on lessons learned in Word Introduction class. You will format a more extensive document than in the intro class. Also included: paragraph formatting, AutoCorrect, and tables.

Google Searches:

Google is one of the most powerful search engines. Learn how to search the Internet using Google.

Power Point Intro:

Learn how to use Microsoft's Power Point to support your presentations with educational and persuasive organizing text and images.

Facebook :

An introduction to the very, very popular 'social network' program. It's easy to set up an account and join in the world of social media.

LinkedIn;

Get started with one of the best networking tools on the Internet. Learn how to set up account and build your profile.