

BEGINNING COMPUTER CLASSES

BEGINNING COMPUTERS – What you need to know to become comfortable using a computer. Learn the basics including using the mouse and keyboard, cut & paste, and computer terminology. *Geared for beginners with no prior computer experience.* Class meets for two sessions.

Tuesday, September 4 and 11, 2:00-3:45 *

Tuesday, October 2 and 9, 2:00-3:45 *

Tuesday, November 6 and 13, 2:00-3:45 *

* classes meet for two sessions

Instr: Fred Skill

BEGINNING INTERNET – Welcome to the World Wide Web (www). Learn Internet jargon and how to perform basic searches using a search engine or a known address. No computer experience is required, but comfort with mouse and keyboard, or Beginning Computers is suggested. .

Tuesday, September 18, 2:00-3:45

Tuesday, October 16, 2:00-3:45

Tuesday, November 20 2:00-3:45

Instr: Fred Skill

HOW DO I USE MY SMART PHONE? – Cell phone questions? Phone smarter than you? Let us help with tips and tricks on Androids and iPhones. Must *bring phone, and phone's*

Computer classes are held at the Redding Library Computer Center. Class size is limited. Register today online at www.shastalibraries.org/computers, or by calling 245-7252.

passwords. Email account is advisable. Feel free to bring questions.

For Android Phones

Thursday, September 20, 2:00-3:45

Thursday, October 18, 2:00-3:45

Thursday, November 8, 2:00-3:45

For iPhones

Thursday, September 27, 2:00-3:45

Thursday, October 25, 2:00-3:45

Thursday, November 15, 2:00-3:45

Instrs: Marsha Andersen Asst: Sue Habert

INTERMEDIATE COMPUTER CLASSES

Before taking these classes, we recommend that you attend all of the Beginning classes or have equivalent experience.

WORD PROCESSING BASICS (Word 2013) -

Unravel the mysteries of word processing. Do menus, copy, and cut & paste confuse you? This is the class for you! *Must be able to type and use a mouse. Beginning Computers is suggested pre-requisite. No laptops, must use library computers.*

Friday, September 14, 10:15-12:00

Friday, October 12, 10:15-12:00

Friday, November 2, 10:15-12:00

Instr: Barbara Timone Asst: Kathy Kaysen



WORD PROCESSING –THE NEXT STEP UP (Word 2013) -

Take the next step in word processing. Learn about powerful tools such as headers/ footers, numbered/bulleted lists, spell check, and columns. Clip art and pictures included! *Word Processing Basics is suggested pre-requisite.*

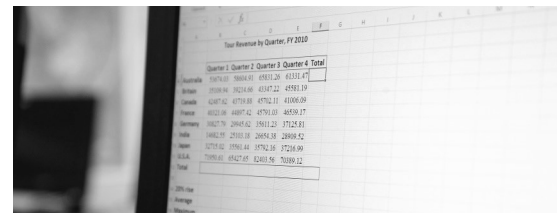
No laptops, must use library computers.

Friday, September 21, 10:15-12:00

Friday, October 19, 10:15-12:00

Friday, November 9, 10:15-12:00

Instr: Barbara Timone Asst: Kathy Kaysen



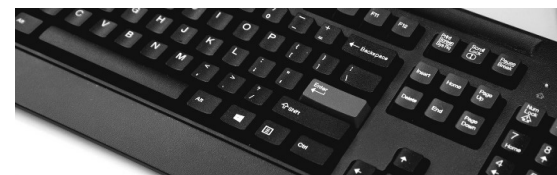
BEGINNING EXCEL 2013 - Learn about spreadsheets and how to create a simple one. Learn how to use basic functions. Must be able to type & use a mouse. *Word experience is helpful, but not required. Word Processing Basics is suggested pre-requisite.*

Friday, September 28, 10:15-12:00

Friday, October 26, 10:15-12:00

Friday, November 16, 10:15-12:00

Instr: Barbara Timone Asst: Kathy Kaysen



CREATE IT! SPACE HELP

CREATE IT! SPACE HELP - The Teen Advisory Board will be meeting in the Create It! Space to help you learn to use all of its tech.

3rd Tuesday of the month, 6-7:30

In the Create It! Space

Sign up: 530-245-7252 or
www.shastalibraries.org/computers

Redding Library Computer Center
1100 Parkview Ave.
Redding, CA 96001

Shasta Public Libraries computer classes are great for individuals and business owners.

Business Owners -

Do your employees need to learn Word, or are they struggling with spreadsheets in Excel? We have FREE classes to help them. Send a few individuals or book a whole class (up to 20 students).

Job Skills -

Are you applying for a new job? Do you need help with your computer skills? We have FREE classes just for you.

Have Fun -

Computers can be fun when you know what you're doing. Learn today.

Sign up today

www.shastalibraries.org/computers

530-245-7252

Online Help - Microsoft Office resources and live chat (1-10pm) for all your office questions from HelpNow/Brainfuse - Adult Learning Center available at www.shastalibraries.org/eLibrary, then click on HelpNow.

Do you need one-on-one assistance? - The Redding Library has computer volunteers who can help you with one-on-one assistance. Please call 245-7252 for the schedule of computer volunteers.

How do I check out digital books? - Come meet with our friendly reference staff during library open hours to learn how to check out free digital books and digital audiobooks for Kindles, Nooks, iPads, and other devices. Library card required. www.shastalibraries.org/ebooks

Become a library computer volunteer - Do you want to help others learn how to use a computer? We are always looking for instructors and assistants for computer classes. We are also looking for volunteers to help one-on-one with computers. Interested? Call Cera Siple, Volunteer Coordinator, at 245-7260.

Sign up today

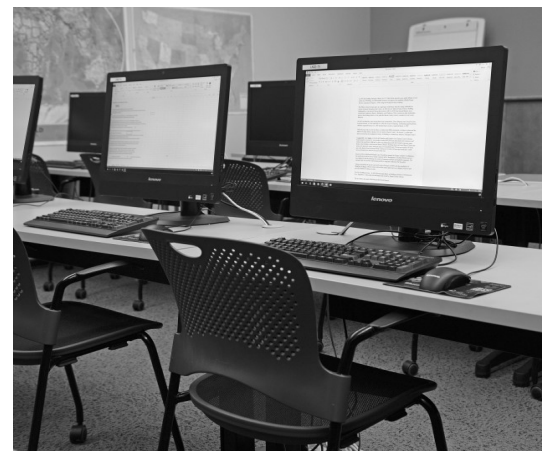
www.shastalibraries.org/computers

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1100 Parkview Ave., Redding, CA

Free Computer Classes @ the Library

Learn how to use computers and their programs for free.



Sep- Nov 2018


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Public Libraries
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