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**Organization:** Catawba County Library System, Newton, NC  
828-465-8664 [www.catawbacountync.gov/library](http://www.catawbacountync.gov/library)



## **Free Computer Classes and Tech Help Available at Catawba County Libraries**

**NEWTON** – If you are looking to brush up on your computer or technology skills, Catawba County Libraries offer a variety of free classes to meet your needs. Join us in one of our workshops or set up a one-on-one appointment at your convenience. Sign up today by calling your local branch or email [mylibrary@catawbacountync.gov](mailto:mylibrary@catawbacountync.gov).

### *Claremont Branch*

#### **Technology Tutoring**

*Thursdays, by appointment only*

Sign up for an hour-long session with a librarian to address the questions you have about computers, programs, apps, or tablets. Topics can include anything that can be demonstrated on library computers or using devices that you bring to the tutorial.

### *Conover Branch*

#### **Introduction to Computers**

*Friday, September 11 at 3 pm*

This is a beginner level computer workshop that will cover the basics, from the parts of a computer to how to run software applications and much more.

#### **Introduction to Microsoft Word**

*Tuesday, September 22 by appointment only*

Possessing the ability to effectively use Microsoft Word important in today's world is a necessity. This hour-long tutorial is designed to get you comfortable with the computer program. Attend the tutorial and learn how to compose, edit, and format documents in Microsoft Word. Registration is required.

### *Sherrills Ford-Terrell Branch*

#### **eBay 101: Buying**

*Tuesday, September 8 at 6 pm*

Learn the basics of buying on eBay. This class will cover searching, watching and bidding for items as well as how to set up a PayPal account.

#### **Computer and Tablet Drop-In Sessions**

*September 15 and 29 from 6 pm to 7 pm at the*

Have a computer or an E-reader question? Drop-in and we will help. Can't make it on Tuesdays? Call and schedule a one-on-one appointment for another time.

#### **eBay 102: Selling**

*Tuesday, September 22 at 6 pm*

Learn the basics of selling on eBay. This class will cover uploading pictures, writing descriptions and the cost associated with selling on eBay.

## **NC LIVE Exploration Series**

*Friday, September 25 at 11 am*

NC LIVE (North Carolina Libraries for Virtual Education) is the state's electronic library, created to give you access to magazine articles, national and local newspapers, business and professional journals, reference sources, and research material - all electronically. On the last Friday of every month, we will explore NC LIVE resources starting with Books & Literature.

## *St. Stephens Branch*

### **Job Help**

Wednesday, September 9 at 10 am

Are you looking for a job but aren't sure where to start? We can help! Learn how to get the most out of your job search with our digital resources. We will help you prepare to navigate online job applications, learn how to prepare resumes, search online for job listings and obtain a free email account. All adults welcome, registration is required.

### **Library Web Page Tutorial**

*Wednesday, September 23 at 10 am*

Do you need assistance in navigating the Library's Web? Do you wonder how to renew books from home? Did you know that you can pay fines online from home? If so, this class is for you. We will explore the library website and all it offers. Sign up and learn to manage you library account online. All adults are welcome. Registration is required.

## *Maiden Branch*

### **Introduction to Email**

*Wednesday, September 23 at 2 pm*

Learn what email is, how to set up an account, how to reply to and send emails, attach files and more. Participants should have a basic understanding of computer and Internet use. Registration is required.

## *Southwest Branch*

### **Introduction to Microsoft Excel**

Friday September 11 at 10 am

Microsoft Excel is a spreadsheet program that allows you to store, organize and analyze information. In this workshop you will learn your way around the Excel environment. We will show you how to use and modify the ribbon and the quick access toolbar, create new workbooks and edit existing ones. After this lesson you will be ready to get started on your first workbook.

Preregister for the classes at the appropriate location or call 465-8664 for *Newton*, 466-5108 for *Conover*, 466-6817 for *Claremont*, 428-2712 for *Maiden*, 466-6821 for *St. Stephens*; 466-6818 for *Southwest* and 466-6827 for *Sherrills Ford-Terrell*.

For the latest in library news, visit the library's news site at

<http://enewsletter.catawbacountync.gov/library> or stop by your local branch.



**About:** *The Catawba County Library System, headquartered in Newton, NC, serves the citizens of Catawba County with seven branches throughout the county and is a year-round, integral provider of early literacy and lifelong learning. In addition to traditional services, the system provides a full complement of computer and digital services, classes and support to bridge the digital divide, empower job seekers, and enhance community quality of life and economic health.*