Technology Classes

@ the library

catawba county
library system

- connect
- explore
- grow

January 2019

Worklife Wednesday: Resumé Tune-up
Wednesday, January 2 from 10 am-2 pm
Book a 30-minute, individual session to create or update your resumé by calling 828.465.8665.

Excel Basics
Monday, January 7 at 11 am
Learn the basics of Excel, a spreadsheet program that lets you store, organize, and manipulate data.

Excel: Advanced Formatting
Wednesday, January 9 at 11 am
Learn to format cells, freeze rows, and set up your worksheet for printing.

Excel: Formulas and Functions
Thursday, January 10 at 11 am
Learn to create basic formulas or to use already created functions to add numbers, calculate a mortgage payment, or search for variables. Basic Excel skills required.

Meet Libby
Monday, January 14 at 11 am
Libby is a free, user-friendly way to find thousands of eBooks and audiobooks. Learn to download the app and download a title or two. Bring your own device so we can help set it up.

Coding Basics: Level 1
Wednesday, January 16 at 11 am
Participants will learn how computers use code, how to identify basic terms, and what types of coding languages are used.

Coding Basics: Level 2
Wednesday, January 23 at 11 am
Participants will continue the lessons of the Level 1 class and will also get familiar with basic structures that would be used in any coding language by using Python as a template.

3-D Basics
Thursday, January 24 at 4 pm
Learn the foundations of 3-D printing: what it is, how it works, and where you can find resources for 3-D printable files.

Tinkercad 101
Tuesday, January 29 at 4 pm
Learn to produce 3-D files using Tinkercad, a free, online version of design software. Attendees will create a simple object using geometric shapes and letters.

Market Research with NC LIVE
Thursday, January 31 at 12 noon
Discover free resources to help you learn about your own small business, your competitors, and how to market your business.

Downloading Digital Books
Friday, January 11 at 4 pm
Bring your tablet, phone, or laptop and learn how to download eBooks and audiobooks for free from several library applications.

Meet Libby
Thursday, January 10 from 3-4 pm (drop in) with an identical session on Tuesday, January 15 from 4-5 pm (drop in)
Learn about Libby (and Overdrive), a free app that lets you download 1000s of eBooks and audiobooks. Use your library card to search for content to download. Bring your own device for instant access.

Computer Class: Organizing Your Google Mail
Wednesday, January 16 at 11 am
Do you have hundreds or maybe thousands of emails in your inbox and don't know what to do with them? In this class, you'll learn a number of tricks to organize your Gmail.

**Wireless Printing: Bring Your Device**
Wednesday, January 9 at 10 am
Drop in with your device, and we'll assist you with printing to the library printer. You'll learn how to print documents from any device at home or work and pick them up within minutes at your local library branch.

Cypress Resumé
Wednesday, January 23 at 4 pm
Looking to update your resumé or create a new one? Join us as we guide you through a three-step process to create a professional resumé. This simple, effective software is available through the NC LIVE website.
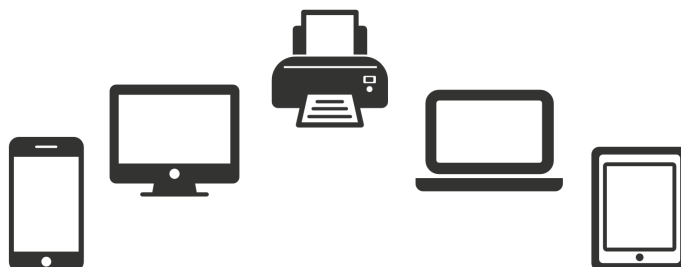
828.465.8665

www.catawbacountync.gov/library

We will align ourselves with the community by meeting current and anticipating future needs of Catawba County with vibrant, modern, and relevant information, services, technology, and programming to empower all in our community.