Technology Classes

@ the library

catawba county library system

- connect
- explore
- grow

September 2018

MAIN @ NEWTON

Crowd Funding for Your Small Business*
Tuesday, September 4 from 5:30-7:30 pm
Learn about a variety of non-traditional funding sources and prepare a presentation to launch your own crowd-funding campaign. Register at 828.327.7000, x4117.

Worklife Wednesday: Resumé Tune-up
Wednesday, September 5 from 10 am-2 pm
Book a 30-minute, individual session to create or update your resumé by calling 828.465.8665.

Excel Basics
Wednesday, September 5 at 11 am
Learn the basics of Excel, a spreadsheet program that lets you store, organize, and manipulate data.

Excel: Formulas and Functions
Thursday, September 6 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.

Excel: Sort and Filter
Friday, September 7 at 11 am
Go beyond data-sorting basics and learn about filtering options that will enable you to quickly access the information you need.

Tinkercad 101
Tuesday, September 18 at 4 pm
Learn to create 3-D files using free online software. We'll make a simple object using geometric shapes for the 3-D printer.

Finding Customers for Your Business*
Wednesday, September 19 from 11:30 am-1:30 pm
Discover tools that will give you critical business information and help you acquire useful data about your industry, customers, and leads. Register at 828.327.7000, x4117.

3-D Printing Basics
Thursday, September 20 at 4 pm
Learn what it is, how it works, and where you can find resources to get, create, and share 3-D printable files.

Low-Cost Marketing for Your Business*
Friday, September 21 from 11:30 am-1:30 pm
Learn about tools that will help you understand and reach your customers, analyze your business environment and industry, and focus on effective, low-cost marketing techniques. Register at 828.327.7000, x4117.

***Presented in collaboration with CVCC's Small Business Center.**

828.465.8665

www.catawbacountync.gov/library

MAIDEN

Resumé Clinic
Wednesday, September 12 from 4-5 pm
Learn about the free, easy-to-use Cypress Resumé maker offered through NC LIVE. Attendees will be able to set up an account and start building their resumés while at the program. Some laptops will be available, but you're welcome to bring your own laptop or tablet as well.

SHERRILLS FORD

Introduction to Novelist Plus
Friday, September 14 at 11 am with an identical session on Monday, September 17 at 6:30 pm
Looking for a new author? Hoping to find a title similar to a book you love? Explore the library's database that helps readers uncover more of what they like. We'll find full series lists for popular authors and locate read-a-like recommendations for a favorite author or book.

SOUTHWEST

One-on-One Technology Tutoring
Wednesdays, 11 am-3 pm
Bring in your phone, tablet, or laptop to get help from a library staff person. Reserve a 20-minute session by calling 828.466.6818.

Using Google for More than Email
Monday, September 17 at 6 pm
Using a video tutorial, participants will get an overview of Google Drive, whose platform of tools lets you create, organize, and store information. Included are explanations for sorting and viewing files and folders, searching your data, and learning about built-in apps that allow you to create new things: Google docs, slides, sheets, forms, drawings, and maps. Please have a Gmail account set up before attending. (A staff member can also help you create one in advance.)

ST. STEPHENS

Cypress Resumé
Wednesday, September 19 at 10 am
This class teaches you the necessary skills to update or create a resumé using a program available through NC LIVE. The seminar guides you through a three-step process and requires little or no writing.

Gale Legal Forms
Wednesday, September 26 at 10 am
Gale Legal Forms offers lots of resources for do-it-yourselfers to take charge of their legal affairs with confidence. Learn how to access and print legal forms using this valuable online database.

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.