

# TECHNOLOGY CLASSES

@ THE LIBRARY  
MARCH 2018



Catawba County  
Library System

## NC Works Career Center

Wednesday, March 7 from 10 am-2 pm

A career specialist from NC Works will be available to provide 1-on-1 assistance with job searches, applications, and resumés.

## Excel Basics

Wednesday, March 7 at 11 am

Learn the basics of Excel, a spreadsheet program that lets you store, organize, and manipulate data. This class shows you how to insert text and teaches functions like AutoSum and AutoFill.

## Excel: Formulas and Functions

Thursday, March 8 at 11 am

Learn how 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: Graphs and Pivot Tables

Tuesday, March 13 at 11 am

Learn how to create visual data using graphs and pivot tables in Excel. Basic Excel skills are necessary.

## Pinterest

Wednesday, March 14 at 11 am

Pinterest is an online tool that lets you seek out and collect digital media. Find new recipes, DIY projects, seasonal entertaining ideas, and much more. This class will show you how to sign up for a free account and upload, save, and sort your personalized content.

## Microsoft Word Basics

Thursday, March 15 at 11 am

This workshop is intended to help new users of Word get comfortable with the word processing software. Participants will learn how to create, edit, save, and print documents.

## Tinkercad Tuesday: Getting Started

Tuesday, March 20 at 4 pm

Learn how to create 3-D files using free online Computer Aided Design (CAD) software. Participants will create a simple object using geometric shapes and letters that can be printed using the 3-D printer.

## 3-D Basics

Wednesday, March 21 at 4 pm

Learn the foundations of 3-D printing. Join us to find out what 3-D printing is, how it works, and where you can find resources to discover, create, and share 3-D printable files.

CLAREMONT

## Technology Tutoring

Thursday, March 1, 1-4 pm

Have questions about your computer, smart phone, or eReader? Call 828-466-6817 for an appointment to learn a new skill, download an eBook, speed up your device, or solve a technology problem.

CONOVER

## Introduction to Pinterest

Thursday, March 29 at 11 am and 5 pm

Discover recipes, home ideas, style inspiration, and many other ideas! Learn how to set up a Pinterest account and start "pinning" and sharing your virtual bulletin board.

MAIDEN

## Technology Tutoring

Need to set up a new tablet? We can troubleshoot both Android and iOS devices and share info about free apps the library offers. Call 828-428-2712 for an appointment.

SHERRILLS FORD

## Resumé Writing Workshop

Friday, March 9 at noon

Create a professional resumé using Google's free word processing application. It's easy to access and update from any Internet connection using a Gmail account. If you don't have one, we'll help you set one up outside of class.

## Technology Tutoring: Bring Your Own Device

Tuesday, March 27 from 1-3 pm

Need help with an app or program? Call the library to book a 30-minute session to have your technology questions answered.

SOUTHWEST

## One-on-One Technology Help

Wednesday, March 14 and 28 from 11am – noon

Bring in your phone, tablet, or laptop to get help. Reserve a 20-minute session by calling 828-466-6818.

## Introduction to Hoopla and Libby

Wednesday, March 21 from 11 am – noon

Learn to use free online tools to find 1000s of eBooks and audio books. Bring your own tablet or phone. Register at 828-466-6818.

## Publisher Basics

Tuesday, March 27 at 10:30 am

Learn to create, edit, save, and print flyers using the Publisher program. Register at 828-466-6818. Limited to 7 participants.

ST. STEPHENS

## Library Online

Friday, March 2 at 4 pm

New look! New links! Come and watch a demonstration on how to navigate the brand-new library website. Explore links while also learning how to manage your library account.

828-465-8664



[www.catawbacountync.gov/library](http://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.*