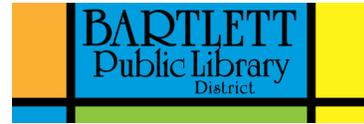


For Immediate Release
June 2, 2017



Contact: Roslyn Summerville
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Computer classes offered at the Bartlett Library

Need help with technology? The Bartlett Library offers computer classes on a wide range of topics from how to use a computer to learning about HTML.

Due to limited seating, all computer classes require registration. Make sure you register for these programs before all the spots are taken:

OverDrive Now!

Saturday, June 3 at 10:00 a.m. OR

Tuesday, June 13 at 7:00 p.m.

Learn how to download eBooks, eAudiobooks and more. Bring in your mobile device, tablet or eBook reader. This class is for Bartlett Library cardholders only. *Please bring in your Library Card and PIN #.*

Introduction to HTML

Saturday, June 3 at 2:00 p.m.

This class will introduce basic HTML, the computer language used to create webpages, and other valuable tools to build and modify webpages.

Introduction to Microsoft Word

Saturday, June 10 at 10:00 a.m.

Learn how to create a simple document, edit and format text, correct spelling errors, adjust the margins, save and open files and more. *Knowledge of mouse and keyboard required.*

Introduction to

Microsoft PowerPoint

Monday, June 12 at 7:00 p.m.

Learn the basics of creating knock-em-dead presentations using Microsoft PowerPoint. Attendees will be introduced to the basic layout, use and design of a Microsoft PowerPoint presentation. *Knowledge of mouse and keyboard required.*

iPad Basics

Saturday, June 17 at 10:00 a.m.

Need some help getting started with your iPad? This class will cover the basic features and functions.

Computer Basics for Seniors

Thursday, June 29 at 10:00 a.m.

Want to become a little more tech savvy? Then this is the class for you! We will start with some often-used computer terminology and then move on to mouse and keyboard use. As time allows, we will answer your questions about email, word processing and the Internet.

Introduction to Google Drive

Thursday, July 6 at 10:00 a.m.

Interested in being “in the cloud”? Learn the basics of Google Drive, Google’s cloud computing service. Learn about cloud storage, file sharing and collaborative editing.

Microsoft Word Part 2

Saturday, July 8 at 10:00 a.m.

Go beyond the basics of Microsoft Word. Learn how to create a table, insert a hyperlink into a document and more. *Familiarity with mouse and keyboard and working knowledge of Microsoft Word is required.*

Basics of Windows 10

Saturday, July 29 at 10:00 a.m.

Don't be afraid! Bring your questions and learn some of the features and functions of Windows 10. Streaming Music with Pandora and Spotify.

Hidden Google

Monday, August 21 at 11:00 a.m.

Google is much more than a search engine. In this class, learn tips and tricks on how to get the most out of Google.

For more information and a complete listing of scheduled programs, call 630.837.2855 or visit www.bartlettlibrary.org.

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The Bartlett Public Library District, located at 800 S. Bartlett Rd., provides programs and services to meet the needs of the community. For more information and a complete listing of scheduled programs, call 630.837.2855 or visit www.bartlettlibrary.org.