

Intermediate Computer Class Topics

January 12, 2017

Get to Know Your Laptop

Take a tour around your laptop. Get to know where to find your documents, pictures, videos. Learn where to look for WiFi hook-up and more.

January 19, 2017

Email – Creating Folders

Learn how to create folders in your email and move emails to them and delete old emails

January 26, 2017

Email – Working with Contacts

Learn how to manually add, edit and delete contacts

February 2, 2017

Email – Downloading Pictures

Learn to download pictures you receive in emails to your computer

February 9, 2017

Pictures and Editing

Learn to download your pictures from your digital camera to your laptop (bring your digital camera and cords to attach to computer). We will learn to get rid of red-eye, crop pictures, straighten pictures and fix background lighting.

February 16, 2017

Calendar

Learn how to use the calendar associated with your email service. Make appointments and have reminders emailed to you

February 23, 2017

Google Maps

Learn how to look up addresses, get directions on this program, see the street view and see what the traffic flow is like.

March 2, 2017

Spotify

Learn about Spotify (a music program) and how to use it.

March 9, 2017

Hoopla

Learn how to use this program to borrow e-books, audio books, movies, television shows or comics to your computer. Need a library card.