

Computer Training Center Class Schedule December 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5 11 a.m. Computer Basics	6	7
8	9	10	11	12	13	14
15	16	17	18	19 11 a.m. Microsoft Word	20	21
22	23	24 LIBRARY CLOSES AT 2 PM	25 LIBRARY CLOSED	26	27	28
29	30	31 LIBRARY CLOSES AT 2 PM				



All classes require registration.
Sign up on our online calendar (oldbridgelibrary.org/events)
or by calling (732) 721-5600, ext. 5033

Computer Programs — December 2019

Computer Basics

Thursday, December 5. 11 a.m.

Computer Basics

Learn how computers work and how to use them. We'll talk about how to set up a computer, the difference between hardware and software, and the types of computers you can use. We'll explore operating systems, applications and the cloud.

Microsoft Word

Thursday, December 19. 11 a.m.

Use Word to write letters, reports, and many other kinds of documents. Participants will learn about formatting fonts and paragraphs, saving documents, printing, and page layout.

All classes require registration.

Sign up on our online calendar (oldbridgelibrary.org/events) or by calling (732) 721-5600, ext. 5033

You must notify us if you are unable to attend a class for which you have registered. Failure to do so may prohibit your attendance at future classes or incur a fine. You may unregister for the class in the online events calendar or by calling the Library at 732-721-5600 x5033. Cancellation notification is required no later than the day before the class is scheduled. Thank you.

Tech Buddies

Tech-savvy volunteers are available to offer face-to-face personal training with technology.

No appointment needed! Just drop-in on Saturdays between 11 a.m. and 1 p.m., and Mondays between 6-8 p.m.