

## Classes

### IT'S YOUR CAREER: SOFT SKILLS

This class will meet online via zoom; registered students will receive an emailed link. Online Registration Required. <https://bit.ly/2JSyPEk>  
**NETWORKING STRATEGICALLY**

Friday, April 24, 2020

### EMPOWERING and MOTIVATING EMPLOYEES

Friday, May 29, 7:30AM - 10AM

### COMPUTER CLASSES – ONLINE VIA ZOOM

REGISTRATION REQUIRED

<https://bit.ly/2Y5Vtyd>

These are all single-session classes; the instructor will email registered students a link to the course.

2:00PM – 4:00PM

### Intro to Zoom

Tuesdays, 2PM-3PM

### Google Docs Advanced Tips and Tricks

Wednesday, April 1

### Social Media Marketing

Friday, April 3

### Gmail Basics

Monday, April 6

### Gmail Advanced Tips and Tricks

Wednesday, April 8

### Google Calendar

Thursday, April 9

### Clean Up and Speed Up Your Computer

Monday, April 13

### Viruses and Malware Basics

Wednesday, April 15

### Job Skills I: Make a Resume

Friday, April 17

### Protecting Your Privacy Online

Monday, April 20

### How to Spot Fake News

Wednesday, April 22

### Job Skills II: Resume Polishing

Friday, April 24

### Smartphone and Tablet Basics

Monday, April 27

### Video Chat

Wednesday, April 29

### Job Skills III: Search and Apply for Jobs Online

Friday, May 1

### YouTube Basics

Monday, Monday 4

### Monetizing with YouTube

Wednesday, May 6

### Job Skills IV: Make Your Own Business Card

Friday, May 8

### Microsoft Word Part I: Working with Basic Text and Paragraphs

Monday, May 11

### Microsoft Word Part II: Long Documents

Wednesday, May 13

### Microsoft Word Part III: Mail Merge, References and Collaborating with Word

Friday, May 15

### Microsoft Excel Part I: Basics, Formulas & Functions

Monday, May 18

### Microsoft Excel Part II: Conditional Formatting, Sort and Filter

Wednesday, May 20

### Microsoft Excel Part III: Graphs, Pivot Tables, Marcos and More

Friday, May 22

## Additional COVID-19 Info

### BLOUNT PARTNERSHIP: JOB OPPORTUNITIES AMID COVID-19

<https://www.facebook.com/groups/2677740322325118>

### TRI GOVERNMENT RESPONSE TO COVID-19

<https://www.maryvillegov.com/covid-19-blount-information.html>

## Online Classes

### LYNDA.COM

Learn a new skill online, on your own time. at your convenience. Lynda.com offers 6,310 courses in Business, Technology and Creative Skills taught by industry experts. First time users will need to create a profile using your library card.



### BCPL YOUTUBE CHANNEL

Blount County Public Library is now on YouTube! Watch informative videos on southern Appalachian music, history, seed saving, culture, and all things library, including archived versions of our popular new story-casts: Online storytimes presented by BCPL librarians.

### GOVINFO

The official government publishing office provides public access to all government documents, searchable by date, title, source or category. Find legislation, court decisions, building codes and more.

### GCF LEARN FREE

GCFLearnFree.org® creates and provides quality, innovative online learning opportunities to anyone who wants to improve the technology, literacy and math skills needed to be successful in both work and life. By delivering over 750 different lessons to millions of people in over 200 countries and territories absolutely free, GCFLearnFree.org is a worldwide leader in online education.

### UNIVERSAL CLASS COURSES

Over 500 online self-paced continuing education courses available to you with just using your library card!

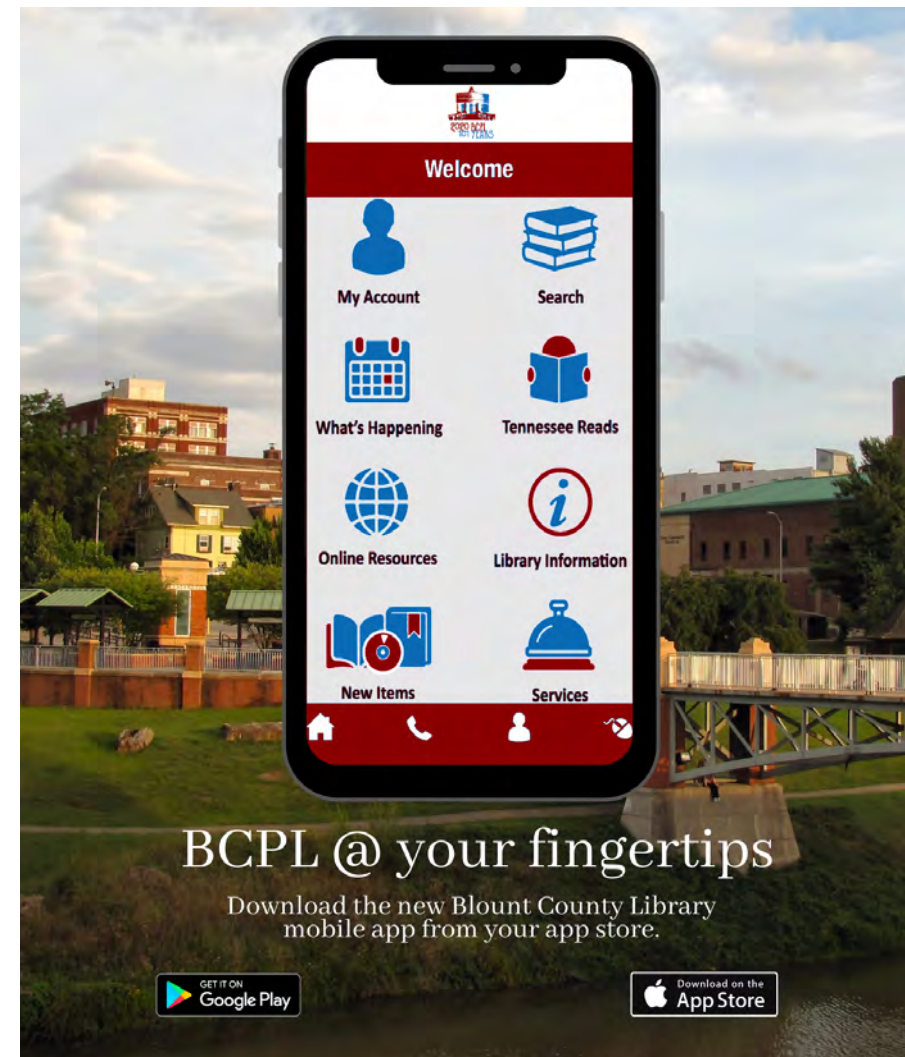


# BCPL EVENT CALENDAR

## WHAT'S HAPPENING

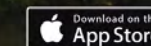
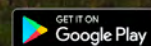
April & May 2020

[blountlibrary.org](http://blountlibrary.org)



## BCPL @ your fingertips

Download the new Blount County Library mobile app from your app store.



The BCPL staff are working hard to ensure that our community continues to access library materials and services. Due to the uncertain nature of our situation, we are responding and adapting our products and library services daily. Please check the library website ([blountlibrary.org](http://blountlibrary.org)), Facebook Page (@blountcountypubliclibrary), Twitter account (@blount\_library), or Instagram (bcplibrary) to keep up with ongoing changes in library service offerings. We will also be posting information on how you can access our online services from home. We appreciate your patience and your kindness at this time. Please stay safe and healthy.



Library publications and programs  
are funded by the  
Blount County Friends of the Library.



## Remote Library Resources for all ages

### ALL EVENTS CANCELLED

For public health and safety, all in-person events are cancelled until further notice. Check out these online resources and activities:

#### TENNESSEE ELECTRONIC LIBRARY

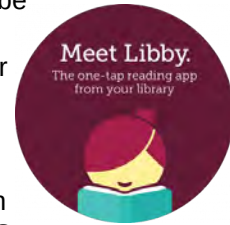
The Tennessee Electronic Library (TEL) is a virtual library that you can access from your home PC, your school library computer lab, or your iPhone – anywhere with an internet connection. TEL provides access to over 400,000 electronic resources, including magazines, scholarly journals, podcasts, videos, e-books, test preparation materials, federal census records, Tennessee primary source materials, and more!

#### DIGITAL LIBRARY OF TENNESSEE

The Digital Library of Tennessee provides free access to unique materials from museums, libraries and archives across the state.

#### TENNESSEE R.E.A.D.S.

Tennessee R.E.A.D.S. offers over 100,000 digital e-books, audiobooks, and videos. These digital titles can be downloaded or streamed to your phone, tablet or other devices; you can also watch or read on your computer. Get the Libby app from your app store and sign in with your BCPL library card number. Want to walk through the process? Check out our orientation video! It will be posted on the library's Facebook page and YouTube channel.



#### THE SEED LIBRARY ONLINE

Due to the cancellation of events to prevent spreading of the Coronavirus, please check out these links to learn more about helping with seed-starting and saving: <https://www.blounttn.org/1481/Resources-To-Help-With-Seed-Starting-and>

#### BEYOND THE SHELVES PODCAST

Beyond The Shelves podcast is a production of the Blount County Public Library. Find our fun podcast at <https://beyondtheshelves.libsyn.com> and feel free to email our hosts at [ckriese@blounttn.org](mailto:ckriese@blounttn.org). The podcast can also be found on: Stitcher, Soundcloud, iTunes, Google Play and Spotify.

#### NEWSPAPERS ONLINE

View newspapers available through BCPL online! Options include "America's News," "The Daily Times," "Knoxville News Sentinel" and The Tennessee Electronic Library provides even more! <https://www.blounttn.org/238/Newspapers>

## Remote Resources especially for kids

### ALL EVENTS CANCELLED

For public health and safety, all in-person events are cancelled until further notice. Check out these online resources and activities:

#### EDUCATIONAL RESOURCES

Kids learning from home? check out the library's educational resources for children! <https://www.blounttn.org/198/Children>

#### KidsInfoBits

You can explore all kinds of cool stuff, courtesy of Gale. Better yet, each topic comes complete with articles, videos, colorful pictures, and more. Not only will you learn a lot, but you'll be able to use Kids Info Bits in your homework, too. <http://www.gale.com/c/kids-infobits>

#### TEL4U

Ebooks, homework help, games and activities for kids by the Tennessee Electronic Library. Find TEL4U by going to the library website, clicking on "Children" and then clicking on "Educational Resources."

#### ORCS GIRLS

BCPL has partnered with science educator Thomas Proffen and ORCSGirls for fun, hands-on learning experiences with STEM topics. In-person classes are suspended, but ORCSgirls offers online classes. Find the schedule at <https://orcsgirls.org/online>

#### STORYTIME ONLINE!

You and your kids can still participate in our wonderful storytimes; librarians bring books and music right to your computer, phone or tablet. During live story-casts, join the chat to hear shoutouts! Story-casts will be posted to the library's YouTube channel later.

#### LITTLE LEARNERS

(recommended for ages 3-5) Tues. and Thurs., 10:30 AM

#### BABY & ME

(recommended for ages 2 and under) Wednesdays, 10:30 AM

#### FAMILY STORYTIME

(recommended for ages 3-6) Saturdays, 10:30 AM (recorded)

**Find live story-casts on the library's Facebook page.**

#### BEN'S GUIDE TO THE US GOVERNMENT

Government information and games for ages 4 to 14+. On the library website, click on "Children," and then click on "Educational Resources."

## Resources and Tools

#### BCPL ONLINE

Find these remote resources through the library's website: <http://blountlibrary.org>

- Ancestry Library Edition
- Digital Library of Tennessee
- R.E.A.D.S.
- Heritage Quest
- Medigap/Medicare Tool and Calculator
- Newspapers
- TEL (Tenn. Electronic Library)

#### FINANCIAL INFORMATION & ASSISTANCE

**MY FREE TAXES:** The United Way has partnered with H&R Block to provide this free service. Households filing a SIMPLE tax return can file for free at <http://www.myfreetaxes.com>

#### BLOUNT COUNTY GOOD NEIGHBORS:

This inter-denominational community ministry provides service referrals and limited financial assistance on a case-by-case basis. Although the office has temporarily closed during the COVID-19 crisis, they are monitoring phone calls and will return messages: 865-681-5420. Find out more at <http://www.goodneighborsbc.org>

#### FEDERAL FINANCIAL BENEFITS

The government offers a variety of benefits for medical bills, utility bills and more. Find out if you qualify at <https://benefits.gov>

#### SMALL BUSINESS DISASTER LOANS:

The federal Small Business Administration (SBA) offers disaster loans for physical and economic damage caused by a declared disaster. Small-business owners can find out if their area qualifies as a "declared disaster," learn more about the loan, and actually apply for the loans here: <https://disasterloan.sba.gov/ela>

#### E-NEWSLETTER

Sign up for our e-newsletter by texting BCPLNEWS to 22828

This will give you access to the full newsletter online!

**DON'T FORGET ABOUT THE CENSUS!** Complete it here: [my2020census.gov](https://my2020census.gov)

**All you need is information about your household! No code, no password, no login.**



#### COVID-19 INFORMATION

**THE U.S. CENTERS FOR DISEASE CONTROL (CDC):** The CDC provides up-to-date information about the virus, including preparation and diagnosis advice, statistics, official directives and more. <https://www.cdc.gov/coronavirus>

**TENNESSEE DEPARTMENT OF HEALTH:** The state provides weekly updates about the virus, including county-by-county statistics and directives from the governor. <https://www.tn.gov/health/cedep/ncov.html>

**U.S. STATE DEPARTMENT TRAVEL ADVISORIES:** The COVID-19 outbreak has triggered a Level 4 Global Health Advisory: "Do Not Travel." Find out more about the outbreak's impact on travel and other information from the State Department's response. <https://www.travel.state.gov/content/travel/en/traveladvisories/ea/covid-19-information.html>

**WORLD HEALTH ORGANIZATION (WHO):** Get health information (prevention, care, etc.), worldwide statistics and up-to-date briefings from the globe's premier health agency. <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

**WORLDMETERS:** Get statistics, updated every hour, on COVID-19 cases, fatalities and recoveries, plus other numbers, some in graph form. <https://www.worldmeters.info/coronavirus>

**MEDICARE AND MEDICAID PARTNER TOOLKIT:** The Centers for Medical Services (CMS) offers a clearinghouse of information for health care providers and patients. <https://www.cms.gov/outreach-education/partner-resources/coronavirus-covid-19-partnertoolkit>



We are looking forward to starting our annual Summer Reading challenge in June if possible. This year's theme is "Imagine Your Story"! Keep an eye on the library's social media, website and newsletters for information on how to participate, online if necessary.