Cheboygan Area Public Library

100 S. Bailey Street, Cheboygan, MI 49721 • www.cheboyganlibrary.org • 231-627-2381

Lifelong Learning
Presents

Computer Classes

Thursday, Oct 11, 2018

1pm-2:30pm • $10

Though this class is lecture based, bringing your own computer or device is encouraged.

INTRODUCTION TO FILES & FOLDERS

Learn how to effectively manage and organize your data including your documents, pictures, videos, and music by creating files and folders on your computer; utilize other functions such as copy & paste and drag & drop.

Thursday, Oct 18, 2018

1pm-2:30pm • $10

Though this class is lecture based, bringing your own computer or device is encouraged.

INTRODUCTION TO EMAIL

Learn the basics of composing, editing, saving, sending, and receiving electronic mail (e-mail); find out how to open and send attachments; and how to organize your inbox by creating folders.

Thursday, Oct 25, 2018

1pm-2:30pm • $10

Though this class is lecture based, bringing your own computer or device is encouraged.

INTRODUCTION TO FACEBOOK

Learn how to create posts, scroll news feeds, search for friends, share information publicly and privately, send messages, add pictures and videos, create events, join groups, and utilize other features.

Thursday, Nov 1, 2018

1pm-2:30pm • $10

Though this class is lecture based, bringing your own Apple I-pad is encouraged.

INTRODUCTION TO APPLE I-PAD

Learn the basics of navigating your Apple I-Pad device including how to access the Internet, Email, use social media applications such as Facebook, change settings, use SIRI, play games and more.