

OCTOBER 2012

FREE PROGRAMS & CLASSES

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10 Word for Beginners (MS 2003) 11:10 a.m.-12:30 p.m. Gates Lab Family Law Workshop w/ the Harriet Buhai Center 6:00 p.m. Lecture Hall	11 Finding Information 11:10 a.m.-12:30 p.m. Gates Lab	12	13
14 CLOSED	15 Foreign Film "Vasermil" 6:00 p.m. Lecture Hall	16 Tuesday Family Movie 10:00 a.m. Lecture Hall	17 Internet for Beginners 11:10 a.m.-12:30 p.m. Gates Lab	18 EXCEL Pt.1 (MS 2003) 11:10 a.m.-12:30 p.m. Gates Lab Film "People v. Leo Frank" & Discussion w/ ADL 10:00 a.m.-12:20 p.m. Lecture Hall	19 CLOSED	20 "Cyber Smarts for Parents" Parent Education Seminar 11:00 a.m. Lecture Hall
21	22	23	24 Social Networking 11:10 a.m.-12:30 p.m. Gates Lab	25 EXCEL Pt.2 (MS 2003) 11:10 a.m.-12:30 p.m. Gates Lab	26	27
28	29	30	31 Halloween Horror Movie 6:00 p.m. Lecture Hall			





Inglewood Public Library

Computer Classes

Register

Register at the Main Library Information Desk, 1st floor, or by telephone at 310-412-5380. Registrations are first come, first served. Those registering will need to leave their name, phone number and Library Card number. If you do not register or are placed on the *Waiting List*, we cannot guarantee there will be space available as classes are limited to 10 students. Those wishing to attend classes need to be in the lab no more than five minutes after scheduled times. Except for the *Computers Basics* classes, users should be able to use a mouse and keyboard with some familiarity and should have a basic understanding of the Windows operating system.

Classes

Check the monthly class calendar to see if the class you want is scheduled.

Computers Basics. This class includes an explanation of the parts of a computer and simple tasks.

Internet for Beginners. Learn how access to this tool can enrich your life.

Using E-mail. Learn how to send and receive e-mail using free e-mail providers. *Students should have some Internet experience.*

Word for Beginners. Learn to write and edit documents using Microsoft Word.

Excel Parts 1 and 2. Learn to create and edit spreadsheets, useful for all numeric analysis and bookkeeping purposes. *It is helpful to have used word processing.*

Finding Books and Articles. Find books, magazine, newspaper articles, practice civil service and career test exams using online databases.

PowerPoint. Create print presentations or slide shows using templates and images.

Social Networking. Learn how to use MySpace, Facebook, Wikipedia . . .

Open Lab

The Gates Computer Lab is open for general use Mon., Tues., and Wed. from 1:00 p.m. to 7:45 p.m., Thurs. from 1:00 p.m. to 5:45 p.m., Sat. from 10:00 a.m. to 1:45 p.m., and closed on Fri. and Sun. Users are limited to one hour per day and must show their valid Inglewood Public Library Card. Staff can provide only minimum guidance. It is now possible to schedule an hour of computer use in advance at Library reservation terminals.

Inglewood Public Library
101 W. Manchester Blvd., Inglewood, CA 90301 • (310) 412-5380

<http://library.cityofinglewood.org>

MONDAY - WEDNESDAY 11AM - 8PM

THURSDAY 11AM - 6PM

SATURDAY 10AM - 2PM