



Computer Learning Lab

Open Lab: Sundays: May 8th, 15th, 22nd @ 2-5 pm

Need help formatting a resume? Creating a slideshow presentation? How about social media? Stop by during our Open lab to work hands-on with one of our instructors.

First come, first serve...Seating is Limited

Intro to Computers: Saturdays: May 7th & 21st @ 2-4 pm

Learn about the basic functions of computers and the Windows 10 Operating System.

Class Format: Hands on Skill **Prerequisites:** N/A

Audience: Adults

Beginner PowerPoint: Mondays: May 9th, 16th, 23rd @ 5:30-7:30 pm

Learn how to work with Microsoft Office PowerPoint to create electronic presentations

Class Format: Hands On **Prerequisites:** Mouse basics and Keyboarding Skills

Audience: Adults

Facebook 101:

Friday: May 13th @ 2-4pm

Monday: May 23rd at 10 am-12 pm

How to setup a Facebook page, set privacy settings, how to post, comment, and create a event.

Class Format: Hands on **Prerequisites:** Mouse basics and keyboarding skills.

Audience: Adults

Call 570-348-3000 ext. 3038 or Email complab@albright.org

for Additional Information or to Reserve a Seat

Beginner Excel:

Tuesdays: May 10th, 17th & 24th @ 2-4pm

Wednesdays: May 11th, 18th, 25th @ 5:30-7:30 pm

Through these Beginning level courses. students will learn how to create, edit, calculate, and print data using Microsoft excel 2010.

Class Format: Hands on

Prerequisites: Mouse basics and keyboarding skills.

Audience: Adults

Beginner Word:

Tuesdays: May 10th, 17th & 24th @ 6-8 pm

Fridays: May 13th, 20th, 27th @ 10 am-12 pm

Beginners Microsoft Word is a 3 part class that teaches the basics of Microsoft Word. At the completion of classes, students will understand the components of Word, how to create/edit documents, formatting text, adding graphics, and creating templates.

Class Format: Hands on

Prerequisites: Basic knowledge of computers and keyboarding

Audience: Adults

Laptop Help:

Thursdays: May 12th & 26th @ 6-8 pm

Saturday: May 14th @ 2-4 pm

Bring your laptop and your questions to the Community Room for 2 hours of hands on help with one of our computer instructors.

Appy Hour:

Wednesdays: May 11th & 25th at 10 am-12 pm

Thursday: May 19th at 6-8 pm

A drop-in technology help session for tablets, eReaders or mobile devices. No matter if you have a new device or just have a few questions. All are welcome.

All Classes are held in the Computer Learning Lab located in the basement of the Lackawanna County Children's Library at 520 Vine Street, Scranton, Pa 18509 and require a Lackawanna County Library System Library Card.

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