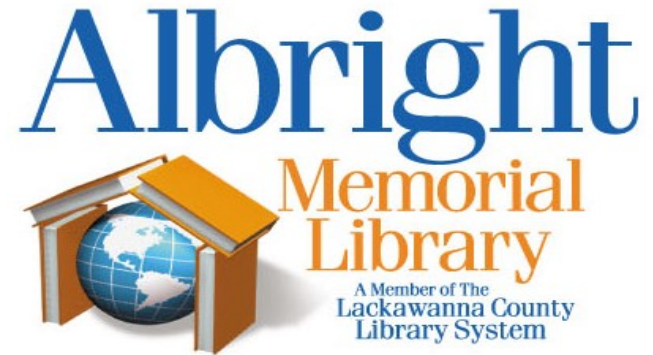


FRIDAY, MAY 24, 2019 | 5-8 PM



## April & May 2019 Computer Classes

All classes are free with a valid Lackawanna County Library Card  
Look inside for a schedule of upcoming classes



10<sup>TH</sup> ANNUAL  
FUNDRAISER

LIGHT FARE,  
RAFFLES,  
BEER, WINE,  
& MARGARITAS!



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*The Ragtime Hoopla*

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500 Block  
of Vine Street,  
Scranton

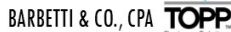
TICKETS AVAILABLE AT ALBRIGHT.ORG OR AT THE FOLLOWING LOCATIONS:

ALBRIGHT  
MEMORIAL LIBRARY  
500 Vine St.,  
Scranton, PA 18509  
(570) 348-3000

NANCY KAY  
HOLMES BRANCH  
Green Ridge St. and Wyoming Ave.,  
Scranton, PA 18509  
(570) 207-0764

LIBRARY EXPRESS  
BOOKSTORE  
The Marketplace at Steamtown,  
300 Lackawanna Ave. Scranton, PA 18503  
(570) 558-1670

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FOR MORE INFORMATION, VISIT OUR WEBSITE AT ALBRIGHT.ORG

The Computer Learning Lab is located on the lower level of the:  
Lackawanna County Children's Library  
520 Vine Street  
Scranton, PA 18509

## Introductory Classes

### Intro to Computers

A look at computer history, how to operate Windows 10, modern computer components, file management, creating shortcuts, and computer buying advice.

### Resume & Job Search

This class is a discussion of cover letters, resumes, the interview process and advice on searching for jobs.

## Internet Resource Classes

### Google Services

Gmail, Drive, Docs, Sheets, Maps and more will be discussed in this class about the various free services Google offers.

### Internet Safety

Viruses, trojans, spyware, phishing, and spam are covered in this class all about keeping you and your information safe online.

### What's the Cloud?

This class discusses what exactly is meant by the cloud and some popular cloud services such as iCloud, DropBox, and Google Drive.

### Online Selling

This class is an introduction to eBay and online selling. Topics will include creating listings, uploading pictures, Buy it Now versus standard auctions, shipping charges, and PayPal.

## Student Classes

### Super STEM Saturday

The second Saturday of each month, Super STEM Saturday is a chance for students to learn and play with STEM kits and Nintendo Switch.

### Lego Robotics

Work in a team to design, build and program a LEGO Robot! For kids and teens ages 11 to 18. Must be able to read independently.

*Pre-registration is required, to reserve your seat:*

Call: 570-348-3000 ext. 3038 or Email: [complab@albright.org](mailto:complab@albright.org)

## Microsoft Office Classes

### Word 2013 (2 Sessions)

Students will explore the various components of the Microsoft Office Word 2013 environment, create documents, edit documents, and format text/paragraphs.

**Prerequisite:** Basic computer knowledge & experience with the keyboard/mouse

### Beginner Excel 2013 (3 Sessions)

Students will learn to create basic worksheets and workbooks, modify and format worksheets, use calculations, create their own formulas, customize worksheet and workbook layouts, and print workbook contents.

**Prerequisite:** Basic computer knowledge and experience with the keyboard/mouse

### Intermediate Excel 2013 (3 Sessions)

Students will learn to about grouping worksheets for editing, constructing formulas on a grouped worksheet, constructing formulas that refer to cells in another worksheet, concatenate, and inserting sparklines.

**Prerequisite:** Beginner Excel

### PowerPoint 2013(1 Session)

Students will learn to customize the PowerPoint environment, add special effects to a PowerPoint presentation, and use the various options to customize slide shows.

**Prerequisite:** Beginner Word

### Publisher(1 Session)

Students will learn how to create high quality brochures and other documents with Microsoft Publisher.

**Prerequisite:** Beginner Word

## One-on-One Help Sessions

Open lab time where you may come in to get help with any computer topic. You may also bring in your own device (laptop, phone, tablet). An instructor is available for one-on-one help during every open lab. **Please call to make an appointment.**

## Creation Station Classes

### 3D Printing

This class is a chance to ask questions about 3D printing and practice with TinkerCAD, a free online software that allows anyone to create 3D printable objects.

*Pre-registration is required, to reserve your seat:*

Call: 570-348-3000 ext. 3038 or Email: [complab@albright.org](mailto:complab@albright.org)

# Scranton Public Library Computer Lab Schedule

## April

Sun

Mon

Tue

Wed

Thu

Fri

Sat

	1	2	3	4	5	6
		<b>Publisher</b> 6-8PM	<b>Library Express Tech Tutor</b> 2-4PM		<b>One on One</b> 2-4PM	
7	8	9	10	11	12	13
	<b>Beg Excel 1</b> 2PM-4PM	<b>Int Excel 1</b> 2-4PM	<b>One on One</b> 2-4PM <b>NLW VR Demo</b> <b>Google</b> 6-8PM	<b>NLW STEM Demo</b> 6-8PM		<b>Intro to Computers</b> 10AM-11AM <b>Cloud</b> 11AM-12PM <b>STEM Saturday for Kids</b> 1-4:30PM
14	15	16	17	18	19	20
	<b>Google</b> 10AM-11AM <b>Internet Safety</b> 11AM-12PM <b>Beg Excel 2</b> 2PM-4PM	<b>Int Excel 2</b> 2-4PM <b>Beg Excel 1</b> 6-8PM	<b>Nancy Kay Holmes</b> <b>Tech Tutor</b> 2-4PM <b>Word 1</b> 6-8PM	<b>Resume</b> 6-7PM <b>Intro to Computers</b> 7-8PM		
21	22	23	24	25	26	27
	<b>Resume</b> 10AM-11AM <b>3D Printing</b> 11AM-12PM <b>Beg Excel 3</b> 2PM-4PM	<b>Int Excel 3</b> 2-4PM <b>Beg Excel 2</b> 6-8PM	<b>One on One</b> 2-4PM <b>Word 2</b> 6-8PM	<b>Preservation Week</b> <b>Photo Scanning</b> 6-8PM		<b>Minecraft mania</b> 10AM-12PM <b>Online Selling</b> 2-3PM <b>Internet Safety</b> 3-4PM
28	29	30				
	<b>One on One</b> 2-4PM	<b>PowerPoint</b> 2-4PM <b>Beg Excel 3</b> 6-8PM	<b>Weather Policy:</b> Classes will be held as scheduled if the library is open. Please follow the library on Facebook or Twitter for the latest updates.		The Computer Lab is located in the lower level of the Children's Library. 520 Vine Street Scranton, PA 18509 Please call 570-348-3000 ext. 3038 Or email <a href="mailto:complab@albright.org">complab@albright.org</a> to register	

# Scranton Public Library Computer Lab Schedule

## May

Sun

Mon

Tue

Wed

Thu

Fri

Sat

28	29 <b>One on One</b> 2-4PM	30 <b>PowerPoint</b> 2-4PM <b>Beg Excel 3</b> 6-8PM	May 1 <b>Library Express Tech Tutor</b> 2-4PM <b>Beg Excel 1</b> 6-8PM	2 <b>Intro to Computers</b> 6-7PM <b>Internet Safety</b> 7-8PM	3	4
5	6 <b>Resume</b> 10-11AM <b>Google</b> 11AM-12PM <b>One on One</b> 2PM-4PM	7 <b>Int Excel 1</b> 6-8PM	8 <b>One on One</b> 2-4PM <b>Beg Excel 2</b> 5-7:30PM	9 <b>Google</b> 6-7PM <b>Cloud</b> 7-8PM	10	11 <b>Google</b> 10AM-11AM <b>3D Printing</b> 11AM-12PM <b>STEM Saturday for Kids</b> 1-4:30PM
12	13 <b>3D Printing</b> 10-11AM <b>Cloud</b> 11AM-12PM <b>PowerPoint</b> 2PM-4PM	14 <b>Int Excel 2</b> 6-8PM	15 <b>Nancy Kay Holmes</b> <b>Tech Tutor</b> 2-4PM <b>Beg Excel 3</b> 6-8PM	16 <b>Resume &amp; Google Docs</b> 6-8PM	17	18
19	20 <b>Intro to Computers</b> 10-11AM <b>Internet Safety</b> 11AM-12PM <b>Publisher</b> 2PM-4PM	21 <b>Int Excel 3</b> 6-8PM	22 <b>One on One</b> 2-4PM <b>Lego Robotics</b> 5:30-8PM	23 <b>Word 1</b> 6-8PM	24 <b>Swingin' On Vine</b>	25
26	27 <b>Closed for Memorial Day</b>	28 <b>Resume &amp; Google Docs</b> 6-8PM	29 <b>Photoshop Drawing Pads</b> 6-8PM	30 <b>Word 2</b> 6-8PM	31	
				<p><b>Weather Policy:</b> Classes will be held as scheduled if the library is open. Please follow the library on Facebook or Twitter for the latest updates.</p>		<p>The Computer Lab is located in the lower level of the Children's Library. 520 Vine Street Scranton, PA 18509 Please call 570-348-3000 ext. 3038 Or email <a href="mailto:complab@albright.org">complab@albright.org</a> to register</p>