SUMMER 2017 COMPUTER CLASSES
Ruth Hughes Memorial District Library
211 N. Almont Avenue
Imlay City, MI 48444
810-724-8043

1. **Beginning Computer Part I and II**
   a. Thursday, June 1st and Thursday, June 8th; 6-7pm
   b. Eager to learn more about computers but aren't sure where to start? Join us for a two part beginning computer class at the library. We will cover topics such as parts of the computer, using the mouse and keyboard, getting online, internet safety, and more. Call to register at 810-724-8043.
2. **One-On-One Computer Sessions**
   a. Monday, June 12th 2-4pm; 30 minute sessions
   b. Are you interested in our computer classes but unable to attend, or would you prefer a smaller classroom setting? Sign up for a 30 minutes one-on-one computer session with Tech Coordinator Jessica Bostian. When you sign up, let us know what topics/issues you are looking to learn more about, and staff will call back and confirm whether or not this is something we can assist you with. Register today at 810-724-8043.
3. **Overdrive 101 @ ATTICA Branch**
   a. Monday, June 19th; 3-4pm
   b. Do you live in Imlay City, Imlay Township, or Attica Township and would like to check out eBooks and other electronic materials? With your phone, tablet, or computer you can borrow eBooks and eAudiobooks through our Overdrive program at the Ruth Hughes Library. It is free of charge, and there are no late fees! Call to register and learn more today at 810-724-8043.
4. **Beginning Microsoft Excel**
   a. Thursday, July 6th; 6-7pm
   b. Spreadsheets, budgets, and charts, oh my! Learn some tips and tricks to using Microsoft Excel, the spreadsheet program that allows you to create, manage, and sort large amounts of data. Learn more about the program at our beginning Excel class. Register today at 810-724-8043.
5. **iPad 101**
   a. Monday, July 17th; 3-4pm
   b. Do you have an Apple iPad and would like to learn more about it? Join our iPad class as we discuss downloading and managing apps, customizing your home screen, using the camera, keyboard tips and tricks, and managing your settings. Register today at 810-724-8043.
6. **Google Drive**
   a. Thursday, August 10th; 6-7pm
   b. If you have a Google account, you have access to Google Drive, cloud-based software that can store 5G of data for free. In addition to storage space for files and photos, you have access to several programs provided by Google, such as Google Docs, Sheets, Slides, and more. Learn how to use your Google account to its fullest capacity! Register today at 810-724-8043.
7. **Using the Michigan E Library**
   a. Monday, August 21st; 3-4pm
   b. The Michigan E Library is a vast resource of information available for free to Michigan residents. In addition to providing inter-library loan materials, MeLCat also provides many education resources such as databases, teacher resources, test preparation, and more. Learn how to navigate this website and its many inlets at our MeL class. Register at 810724-8043.