OCTOBER 2019

Mon	Tue	Wed	Thu	Fri	Sat
	1 Photoshop: Level 1* 10:30 a.m.-noon Photoshop: Level 2* 1:30-3:00 p.m.	**2** Photo Restoration: Level 1* 9:30-11:00 a.m. Open Lab noon-2:00 p.m. Photo Restoration: Level 2* 2:30-4:00 p.m.	**3**	**4** Google Apps: GMail 3:00-4:00 p.m.	**5**
7 Job Seekers' Workshop 2:00-3:00 p.m. Exploring the Internet @ Dee Brown Library 5:30-7:00 p.m.	**8** Adobe Illustrator* 10:30 a.m.-noon Photoshop: Level 1* 1:30-3:00 p.m. Excel: Part 1 1:30-3:00 p.m.	**9** Photoshop: Level 2* 9:30-11:00 a.m. Intro to Computers @ Thompson Library 2:00-3:30 p.m. Photo Restoration: Level 1* 2:30-4:00 p.m.	**10** Photo Restoration: Level 1* noon-1:30 p.m. Photo Restoration: Level 2* 2:30-4:00 p.m.	**11** Keyboarding Basics 10:00-11:00 a.m. Google Apps: Google Drive 3:00-4:00 p.m.	**12** Open Lab 9:00-11:00 a.m. Adobe InDesign* 9:30-11:00 a.m. Adobe Illustrator* noon-1:30 p.m. CALS 101: Using CALS.org 1:00-2:00 p.m.
14 Apple Mobile Devices noon-1:30 p.m. Job Seekers' Workshop 2:00-3:00 p.m.	**15** Photo Restoration: Level 1* 10:30 a.m.-noon Photo Restoration: Level 2* 1:30-3:00 p.m. Excel: Part 2 1:30-3:00 p.m.	**16** Open Lab 9:00-11:00 a.m. Picture Perfect* 9:30-11:00 a.m. Adobe InDesign* 2:30-4:00 p.m.	**17** Adobe Illustrator* noon-1:30 p.m. Photoshop: Level 1 2:30-4:00 p.m.	**18** Google Apps: Google Calendar 3:00-4:00 p.m.	**19**
21 Android Mobile Devices noon-1:30 p.m. Job Seekers' Workshop 2:00-3:00 p.m.	**22** Photoshop: Level 2* 10:30 a.m.-noon Photo Restoration: Level 1* 1:30-3:00 p.m. Excel: Part 3 1:30-3:00 p.m.	**23** Photo Restoration: Level 2* 9:30-11:00 a.m. Surf Secure @ Maumelle Library 10:30-11:30 a.m. Picture Perfect* 2:30-4:00 p.m.	**24** Smartphone Photography noon-1:00 p.m. Adobe InDesign* noon-1:30 p.m. Adobe Illustrator* 2:30-4:00 p.m. Open Lab 5:30-7:30 p.m.	**25** Keyboarding Basics 10:00-11:00 a.m. Google Apps: Google Docs 3:00-4:00 p.m.	**26** Photoshop: Level 1* 9:30-11:00 a.m. Exploring the Internet 10:30 a.m.-noon Photoshop: Level 2 noon-1:30 p.m. Automate Your Life 2:00-3:00 p.m.
28 Open Lab 11:00-1:00 p.m. Job Seekers' Workshop 2:00-3:00 p.m. Intro to Computers @ Dee Brown Library 5:30-7:00 p.m.	**29** Photo Restoration: Level 1* 10:30 a.m.-noon Photo Restoration: Level 2* 1:30-3:00 p.m.	**30** Photoshop: Level 1* 9:30-11:00 a.m. Mastering Mailchimp 9:30-11:00 a.m. Adobe InDesign* 2:30-4:00 p.m.	**31** Google Photos noon-1:00 p.m.		

TECHNOLOGY CLASSES

Unless otherwise indicated, sessions are held in the Technology Classrooms on the 3rd floor of Main Library. **Sessions marked with * take place on the 2nd floor of Main Library in the Creative Technology Center.**

Register:

OCTOBER 2019 CLASS DESCRIPTIONS

Adobe Illustrator (90 minutes): Creative pros use Adobe Illustrator to create logos, icons, drawings, typography, and illustrations. This class will help you learn the basics: drawing and transforming basic shapes, using colors and gradients, and adding text. No prior illustration experience needed.

Adobe InDesign (90 minutes): Learn the fundamentals of Adobe InDesign, desktop publishing software used to create posters, flyers, brochures, presentations, and eBooks.

Android Mobile Devices (90 minutes): Learn how to use Android mobile devices (made by Samsung, LG, HTC, and Google), including device navigation, apps, and other tips and tricks.

Apple Mobile Devices (90 minutes): Learn how to use Apple devices like iPhones and iPads, including basic device navigation and other tips and tricks.

Automate Your Life (60 minutes): The future is here. Learn how to make your life more convenient and bring your home into the Internet age using voice activation, automation, and more.

CALS 101: Using CALS.org (60 minutes): Learn how to navigate the CALS website to access entertainment, research tools, and library resources; register for events; and much more.

Excel: Part 1 (90 minutes): Get started using Microsoft Excel, including learning how to enter information, format text and numbers, sort and filter, and use basic formulas.

Excel: Part 2 (90 minutes): Build on your basic knowledge of Microsoft Excel by mastering more formulas, charts, data validation, and more.

Excel: Part 3 (90 minutes): Sharpen your Microsoft Excel skills even further by learning how to employ PivotTables, use VLOOKUP, and even troubleshoot your formulas.

Exploring the Internet (90 minutes): Wary of the World Wide Web? If you have basic computer skills, this class will teach you how to confidently use the powerful tools available on the Internet, such as search engines and email.

Google Apps (60 minutes): In this series, learn to take advantage of the free web-based apps Google offers, including GMail, Google Drive, Google Calendar, and Google Docs. Attendees are not required to attend all four sessions.

Google Photos (60 minutes): The free Google Photos service is a great way to organize, back up, and make basic edits to your photos. This class will teach you how to take advantage of all it has to offer.

Intro to Computers (90 minutes): Are computers a mystery to you? This class starts at the most basic level, so you can learn how--and why--to use a computer.

Mastering Mailchimp (90 minutes): This class will show you how to use the mass email service MailChimp to communicate effectively about your business, organization, or event.

Open Lab (2 hours): Drop by and ask technology questions, or get help with a specific problem from an expert. Feel free to bring your mobile device or laptop. No registration is required.

Photo Restoration Level 1 (90 minutes): Restore and enhance old photos: repair damage, correct exposure, and recreate missing parts. No prior photo editing experience required.

Photo Restoration Level 2: Discover more techniques for bringing your old photos back to life. Please attend Photo Restoration Level 1 first.

Photoshop Level 1 (90 minutes): Learn basic Photoshop skills, such as correcting colors and lighting, scaling, cropping, and using selection tools. No prior photo editing experience required.

Photoshop Level 2 (90 minutes): Find out how to apply gradients, styles, and effects to your layers; and learn how to create and edit masks and channels. Photoshop Level 1 should be attended first.

Picture Perfect (90 minutes): Learn to use Adobe Photoshop to smooth wrinkles, remove blemishes, even out skin tones, remove unwanted objects (or people), whiten teeth, and enhance or change color.

Smartphone Photography (60 minutes): You've got a camera with you at all times. Learn basic photography techniques, and use the strengths and limitations of your smartphone's camera to take pictures that really stand out.

Surf Secure (60 minutes): Learn to protect your personal information and your privacy in the digital world. You'll learn about tools like password managers and two-step verification, and techniques and best practices to stay safe online.

JOB SEEKERS' WORKSHOP

Looking for a job, but need help with confusing online applications? Drop in for our weekly Job Seekers' Workshop. We provide the help you need to submit your applications, so you can get to work doing what you do best.

October 7, 14, 21, 28; 10:30-11:30 a.m.

GOOGLE APPS

GMail
Create a free Google account, and learn to use the essential features of Google's free email service.

October 4; 3:00-4:00 p.m.

Google Drive
Learn to use Drive (the free cloud storage service from Google) to back up your files, access them anywhere, and share them.

October 11; 3:00-4:00 p.m.

Google Calendar
Get started with Google Calendar—a free service you can use to keep track of important dates and appointments.

October 18; 3:00-4:00 p.m.

Google Docs
Your Google account provides you the free Google Docs app, which you can use to write documents and access them anywhere.

October 25; 3:00-4:00 p.m.