



October 2009 Computer Classes

Classes are limited and are on a first-come, first-served basis.

Please arrive 10 minutes prior to class time.

For information on Central Library classes, please call (972) 721-2606.

For information on Valley Ranch Library classes, please call (972) 721-4669.

The following class is for the beginner who has no computer skills. If you have no experience with computers, please take this class before you attend any of our other PC classes.

Computer Basics

Tuesday, October 6, 10 a.m.-noon, Central PC lab
Tuesday, October 6, noon-2 p.m., Valley Ranch
Wednesday, October 21, 6:30-8:30 p.m., Central PC lab

Basic computer skills are required for the following classes. You should know how to use a keyboard and a mouse. If you have no experience with computers, please attend a Computer Basics class first.

Basic Internet & E-mail

Wednesday, October 14, 2:30-4:30 p.m., Central PC lab

Basic Microsoft Word

Monday, October 19, 10 a.m.-noon, Central PC lab

Basic Microsoft Excel

Monday, October 12, 6:30-8:30 p.m., Central PC lab

Basic Microsoft PowerPoint

Monday, October 5, 3 p.m.-5 p.m., Valley Ranch
Monday, October 26, 2:30-4:30 p.m., Central PC lab