

# Research, Computer & Career Classes

## January 2014

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <i>New Year's Day Library Closed</i>	2	3
6 <b>Your New Device</b> 2:30-3:30pm	7 <b>Internet for Beginners Week 1</b> 5:30-7:00pm (Registration is required; please call 617.859.2323)	8 <b>Gmail for Beginners Week 1</b> 2:30-3:30pm	9 <b>Computers for Beginners Week 1</b> 10-11:30am (Registration is required; please call 617.859.2323)  <b>Banking Basics</b> 2:30-3:30pm	10
13 <b>Apps on Smartphones &amp; Tablets</b> 2:30-3:30pm	14 <b>iPad Basics</b> 2:30-3:30pm  <b>Internet for Beginners Week 2</b> 5:30-7:00pm (Registration is required; please call 617.859.2323)	15 <b>Gmail for Beginners Week 2</b> 2:30-3:30pm	16 <b>Computers for Beginners Week 2</b> 10-11:30am (Registration is required; please call 617.859.2323)  <b>Budgeting Basics</b> 2:30-3:30pm	17 <b>Goodreads</b> 10-11am
20  <i>MLK Jr. Day Library Closed</i>	21 <b>Google Art Project</b> 3-4pm  <b>Internet for Beginners Week 3</b> 5:30-7:00pm (Registration is required; please call 617.859.2323)	22 <b>Gmail for Beginners Week 3</b> 2:30-3:30pm	23 <b>Computers for Beginners Week 3</b> 10-11:30am (Registration is required; please call 617.859.2323)  <b>Job Searching Online</b> 2:30-3:30pm	24 <b>Pinterest</b> 10-11am
27 <b>iPad Basics</b> 10-11am	28 <b>Beat the Winter Blues with Online Videos</b> 2:30-3:30pm  <b>Internet for Beginners Week 4</b> 5:30-7:00pm (Registration is required; please call 617.859.2323)	29 <b>Gmail for Beginners Week 4</b> 2:30-3:30pm	30 <b>Computers for Beginners Week 4</b> 10-11:30am (Registration is required; please call 617.859.2323)  <b>Looking Up Historical Stocks</b> 2:30-3:30pm	31 <b>Happier</b> 10-11am

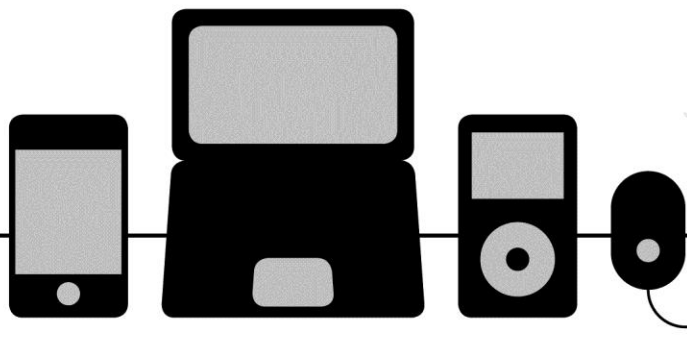
Central Library in Copley Square

700 Boylston Street

Tech Classroom, Concourse Level

[www.bpl.org/calendar](http://www.bpl.org/calendar)

[computerworkshops@bpl.org](mailto:computerworkshops@bpl.org) • 617.859.2323



**BOSTON PUBLIC LIBRARY**

# Research, Computer & Career Classes

## Beginning Computer Classes

### **Computers for Beginners**

We will cover the mouse, searching and organizing files, and cutting and pasting text and images. This is a four-week course for those with little or no computer experience.

**Registration is required; please call 617.859.2323.**

### **Gmail for Beginners**

Get started using Gmail with this four week course. We will create a Gmail account, practice opening emails and attachments, send an email with an attachment, learn to recognize and deal with spam, search your email, change your password, and customize the way your Gmail account looks. **Registration is required; please call 617.859.2323.**

**Computers for Beginners and mouse skills are prerequisites.**

### **Internet for Beginners**

Learn how to use an Internet browser, navigate a website, search the Internet, and be safe online. This is a four-week course for people unfamiliar with the Internet. **Registration is required; please call 617.859.2323. Basic mouse skills required.**

## Get to Know Your New Device

### **Your New Device**

Bring to class your fully-charged device, the box it came in, and all the manuals. The instructor will get you started and answer your questions. Note: Devices that need a connection to your personal computer may require additional steps that we can't cover in class.

### **Apps on Smartphones & Tablets**

Apps are programs that let you work, play, and connect on your mobile device. Learn how to find apps, install them, and use them on smartphones and tablets. Bring your smartphone and tablet, and know the username and password for your device's app store. Open to all skill levels.

### **iPad Basics**

We will cover turning the iPad on, going online, creating an Apple ID, downloading, opening, and closing apps. Feel free to bring your own iPad. Some iPads will be available for patrons to practice on during class.

## Fun Online

### **Goodreads**

Goodreads is a social network for book lovers. Keep track and rate books you read. Find out what to read next and see what your friends are reading.

### **Google Art Project**

The Art Project is a collaboration between Google and some of the world's most acclaimed and diverse art institutions. You can now explore art collections from around the world, view art works at incredible zoom levels, and create your own gallery. Come discover how Google Art Project works.

### **Pinterest**

Pinterest is a tool for collecting and organizing things you love. Pinterest allows members to search images and videos and pin them to an online pin board. Millions of people use Pinterest for both personal and professional reasons.

### **Beat the Winter Blues with Online Videos**

Online videos can be funny, interesting, educational, and just strange. Come watch a top 10 list of great videos and learn how to find ones you'd like to see.

### **Happier**

Voted by *Time* Magazine as one of the top 50 apps of 2013, Happier is a fun, social gratitude journal combined with a positive community. Upload happy moments and personal victories for others to see, or peruse the positive photos, quotes, and joyful snippets left by others. Come discover how Happier works.

## January Is National Financial Wellness Month

### **Banking Basics**

Learn the difference between banks and credit unions and how to find them. We will also cover basic banking products.

### **Budgeting Basics**

Living life costs money. Learn some basic tips and websites to help you keep your budget on track and how to save for future goals.

### **Looking Up Historical Stocks**

Just in time for tax season, learn how to look up historical stock prices to see if you had a gain or a loss.

## Job Seekers

### **Job Searching Online**

Find the resources you need to start a job search, including where to look for jobs and how to conduct a job search.

