

Coming Soon to a Library Near You...

Coming Soon...

Upload your Digital Photos

A beginners course in uploading photos from your digital camera to you computer. (Bring your digital camera and your USB cable)

In the workings...

Social Networking Trends

Not sure what your teens are talking about when they say tweet or tag? Find out what these terms and others are all about. Learn more about current social networking trends on popular websites such as Facebook®, Twitter™ and YouTube™.

Got a suggestion for a class?

Let us know! Email us, call us, leave a note in a suggestion box at a branch, send smoke signals...Ok we may not get that last one but please give us your suggestions we just may create a class!



Every effort possible will be made to adhere to the announced class schedule. However, classes are subject to change. In the event a cancellation is unavoidable we will contact all registered students. As a courtesy to other participants, please contact us if you are unable to attend a scheduled class. Many times these classes have a waiting list.



Branch Hours:

Boyce—Tue 9-12 & 1-5; Wed & Fri 1-5;
Thu & Sat 9-1

Westside Regional—Mon—Sat 9-6

Hineston—Mon & Sat 9-1; Tue 1:30 –5;
Wed & Fri 9-1 & 2-6

Johnson—Tue 9-5; Wed, Thu & Fri 1-5; Sat 9-1

King—Mon—Thu 1:30-7; Fri 1:30-6; Sat 9-2

Main Mon—Thu 9-8; Fri & Sat 9-6; Sun 1-5

McDonald—Mon-Wed & Fri 1-5; Thu & Sat 9-1

Find this Computer Class Brochure online at www.rpl.org—click on Events, then Computer Classes.

RPL LEARNING SERIES

411 Washington Street
Alexandria, LA 71301



Phone: 318-445-2411
Fax: 318-445-6478
Web: www.rpl.org



RPL LEARNING SERIES

Free Computer Class Schedule

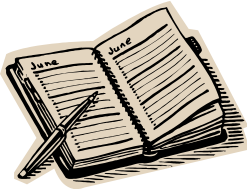


February 2010

www.rpl.org

Registering for a free class

Registration is required for all classes. Please call or email to secure a seat as seating is limited. Call or email the appropriate branch below to reserve seat.



As a courtesy please call ahead if you are unable to attend, as there is often a waiting list. Thank you.

Main Library

janie@rpl.org 318-445-2411 x208

Martin Luther King, Jr. Branch

kqcirc@rpl.org 318-445-3912

Boyce Branch

bccirc@rpl.org 318-793-2182

Westside Regional Library

wrcirc@rpl.org 318-442-2483

Hineston Branch

hncirc@rpl.org 318-793-8461

Johnson Branch

jncirc@rpl.org 318-776-5153

J. W. McDonald (Glenmora) Branch

mccirc@rpl.org 318-748-4848

Free Computer Class Schedule

Computers for Beginners

Beginning Windows—a basic course demonstrating computer fundamentals, terminology, and using the mouse.

Tue Feb. 2 Main Library 9:00 am

Searching the Internet—A Beginners Class

Learn basic web navigation skill using Internet Explorer.

Thu Feb. 4 Main Library 9:00 am

Beginning Microsoft Word 2007

Covers the basic functions of the Office button and the new Ribbon environment. Create a simple document and learn how to cut, copy & paste, spell check, format fonts, and colors, etc.

Wed Feb. 10 Main Library 2:00 pm

Find a Library on your Computer—Using the Louisiana Library Connection Database

Rapides Parish Library subscribes to a number of databases that provide the full text of newspapers and magazines. Learn the basics for searching Ancestry.com, Learning Express, Newsbank, EBSCO and the Auto Repair Reference Center.

Tue Feb. 2 King Branch 11:00 am
Homeschoolers Only

Beginning Microsoft Excel 2007

Learn the basics for entering data, applying formulas, formatting and printing. Create a basic budget and learn techniques for embellishing for professional looking printed results.

Wed Feb. 3 King Branch 11:00 am

Fri Feb. 5 Boyce Branch 10:30 am

Tue Feb. 9 Westside Regional Library 10:00 am

Thu Feb. 11 Main Library 10:00 am

Tue Feb. 16 Hineston Branch 10:00 am

Thu Feb. 18 Johnson Branch 10:00 am

Wed Feb. 24 J. W. McDonald Branch 10:00 am

Intermediate Microsoft Word 2007

In this second level of Microsoft Word class participants will become familiar with creating macros along with other shortcuts; working with the header and footer; page numbers; tabs and tables. We will also look at ways to enhance a document using text boxes and word art.

Wed Feb. 17 Main Library 9:00 am

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