



Learning@YourLibrary

FREE Classes at the Thousand Oaks Library

Due to limitations in class size and popular demand, **registration is required.**



Register in person at the Reference Desk or by phone.

Grant R. Brimhall Library, 1401 E. Janss Road, Thousand Oaks • 805-449-2660, option 5
Newbury Park Library, 2331 Borchard Road, Newbury Park • 805-498-2139, option 5

Ages 14 and up. Registration Required. Classes start promptly at the listed time.
Open seats will be given to participants on the waiting list at the start of class.

Please check the calendar on the Library's website for more information about classes and other special events.
www.toaks.org/library



FALL 2017 Schedule of Classes

GRB = Grant R. Brimhall Library Technology Training Room
NPL = Newbury Park Library Meeting Room



Classes with no computer experience necessary:

Book a Librarian

Get help using the library's resources and learning basic computer skills by reserving time with a librarian. Appointments at 11:00 a.m. and 11:30 a.m. on Tuesdays at **GRB** and at 11:00 a.m. and 11:45 a.m. on Wednesdays at **NPL**. *Limit: one appointment per person.*

GRB Reference Desk: Tuesdays: October 3, 10, 17, 24, 31, November 7, 14, 21, 28, December 5

NPL Lobby: Wednesdays: October 4, 11, 18, 25, November 1, 8, 15

eReaders & eBooks Introduction

Bring your device, the email address and password you use to download apps, along with your Library card and PIN number, to learn how to download eBooks and eAudiobooks from the Library website.

GRB: Thursday, November 9: 5:30pm – 7:15pm

Kanopy

Offers more than 26,000 films to stream, free to Thousand Oaks Library card holders!

GRB: Friday, November 17: 10:15am – 12:00noon

Additional classes on back



inspire
inform
engage

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Classes requiring familiarity with the keyboard and mouse:

3D Modeling for 3D printing

Create a 3-dimensional digital model (a name tag) that is suitable for 3D printing. This class is for ages 8 years and over. A parent or guardian of participants under 14 must remain in the library during the class.

GRB: Wednesday, August 30: 5:15pm – 7:00pm, **GRB:** Friday, October 20: 10:15am – 12:00noon

NPL: Tuesday, September 26: 10:30am – 12:15pm

Microsoft Excel: Basics

Working with spreadsheets: rows, columns, cells, formatting, formulas, and templates.

GRB: Thursday, September 14: 5:15pm – 7:00pm

NPL: Tuesday, October 24: 10:30am – 12:15pm

Windows 10: Basics

Find programs, resize windows, customize your desktop, install apps, and manage folders and files.

NPL: Tuesday, October 10: 10:30am – 12:15pm

Introduction to PowerPoint

Create amazing slide presentations integrating images, video, narration, charts, and more.

GRB: Thursday, October 12: 5:30pm – 7:15pm

Microsoft Word: Basics

Manipulate text, edit documents, and use menus and toolbars.

GRB: Thursday September 28, 5:30 pm – 7:15 pm

NPL: Tuesday, November 14, 10:30 am – 12:15 pm

Gale Resources for Teachers and Students

Your library card gives you access to thousands of current electronic resources, from eBooks and primary sources to electronic magazines and newspaper articles.

GRB: Wednesday, October 11: 3:00pm – 4:15pm

Classes requiring familiarity with basic word processing:

Cloud Storage in OneDrive

Use OneDrive as your own personal online hard drive. Access your documents from any device with an Internet connection.

GRB: Thursday, October 26: 5:30pm – 7:15pm



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