





December at the GFJ Tech Center



1001 Park Street
Endicott, NY 13760
(607) 757-5350 (Main Library)
(607) 757-5359 (Tech Center)
www.gfjlibrary.org

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Three easy ways to register for classes! 1. Go to gfjlibrary.org/tc 2. Call the Tech Center at (607) 757-5359 3. Contact the Adult Information Desk at (607) 757-5350				10:00-1:00 Open Hours	1:00 Borrow Ebooks and Audiobooks for Free! Please bring your own device, library card, and PIN with you.
	10:00 Buying a New Computer—Shop Smart!	3:00-7:00 Open Hours	Tech Center closed	10:00-1:00 Open Hours	1:00 Welcome to Windows 10
4:00 Fun, Free Google Tools	3:00 Tips for Android Phone and Tablets Please bring your own Android phone or tablet	3:00-7:00 Open Hours		Tech Center closed	
Tech Center closed	2:00 Easy Email with Gmail	Tech Center closed	10:00 Searching for Recipes Online	Tech Center closed	Library closed
There are class descriptions on the back of this calendar!		2:00 Cut, Copy, Paste—and Other BASIC Microsoft Word Skills		10:00 Welcome to Windows 10	Library open 9-5



Borrow EBooks and Audiobooks for Free! Saturday 12/3 at 1:00

- Download books for FREE to read or listen to on your computer, e-reader, smartphone, or music player. In this workshop learn how to use the Overdrive app to download titles, place holds, and manage your account. Bring your own device (with connector cords if needed). Please bring your library card and PIN with you!

Buying a New Computer—Shop Smart! Tuesday 12/6 at 10:00

- Whether you need it for home, school or your business, a new computer can be a major purchase. There are a lot of factors to consider such as price, warranty, memory, and type of computer. This workshop will offer some practical advice that will help you select the right computer for your needs.

Cut, Copy, Paste—and Other BASIC Microsoft Word Skills Wednesday 12/28 at 2:00

- Have you ever wanted to really understand how to cut, copy and paste in Microsoft Word? How about changing the font size, **style**, or **color**? Would you like to know how to create and save documents in Word? Then don't miss this class! We will focus on basic skills in Word 2013, but many of them will transfer to other word processing programs as well. Bring your Word questions to class!

Easy Email with Gmail Tuesday 12/20 at 2:00

- It seems that we need an email address to do anything online. Come set up a simple Gmail account and learn how to make it work for you!

Fun, Free Google Tools Monday 12/12 at 4:00

- Google tools will help you create, organize and save documents, calendars, and more. Plus, there are Google maps to help you find directions or virtually tour a city, books that can be searched and read online, shopping tools and more! All Google tools are free, and easy to use, so come learn how Google can help you.

Tips for Android Phone and Tablets Tuesday 12/13 at 3:00

- This collection of tips will help you use some of the best features packed into your Android tablet or phone. Learn how to do more with your tablet or phone without spending money on apps and accessories. **Please bring your Android tablet or phone with you to the workshop.** A question and answer session will be included.

Searching for Recipes Online Thursday 12/22 at 10:00

- In this workshop we will improve your internet search skills while searching for recipes online. We will explore some of the best online recipe sites and learn how to use their many helpful features.

Welcome to Windows 10 Saturday 12/10 at 1:00 OR Friday 12/30 at 10:00

- Come to this class to learn the basics about Microsoft's newest operating system, Windows 10!