

COMPUTER & TECHNOLOGY CLASSES

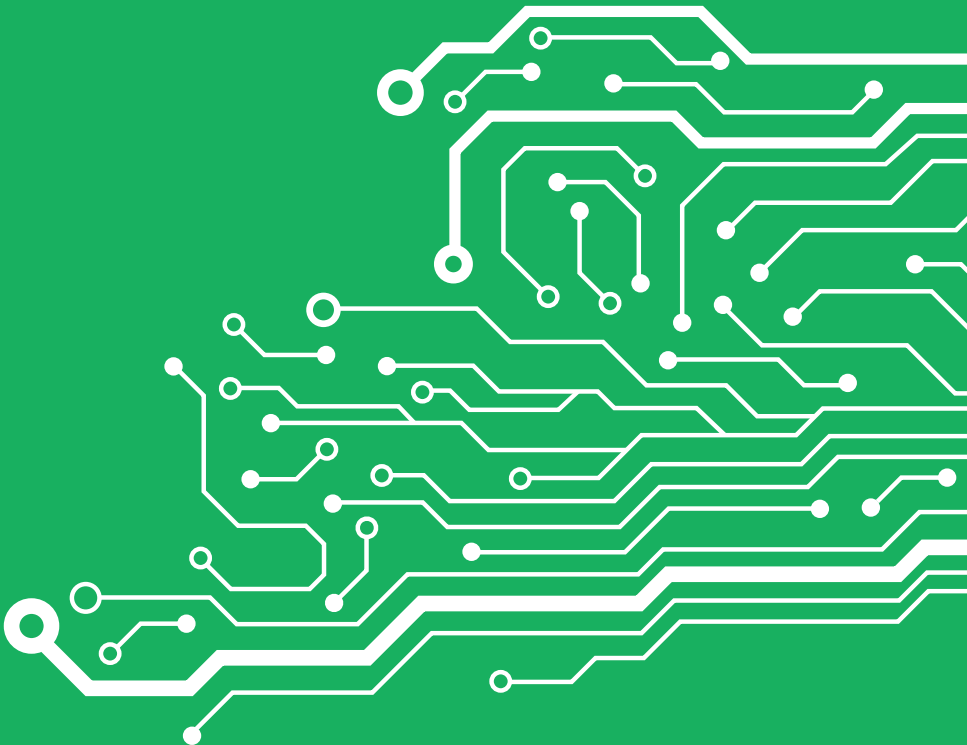


JAN. – MARCH 2019

Earn a Certificate of Completion in
Basic Computer Literacy, MS Office or
Digital Media and Design!

Para las clases en español, vaya a la página 15.

All classes are free and open to the public.
No registration necessary.





Did you get a new computer or mobile device over the holidays? Learn how to make the most out of your new equipment by attending one of our classes, an open lab and drop-in help or schedule a 1-on-1 Tech Tutoring appointment. Visit jaxpubliclibrary.org/services/e-services or any of our 21 locations for more details.

Library Certificate of Completion Program

Participants in JPL's Computer and Technology Classes program are eligible to earn a Certificate of Completion* in the following tracks:

- **BASIC COMPUTER LITERACY**
- **MS OFFICE BASICS**
- **DIGITAL MEDIA AND DESIGN BASICS**

*The certificate is issued upon successfully attending the required classes and electives of the track within six months after the first class is taken. When available, equivalent classes taken in Spanish are also accepted.

*The Certificate of Completion will serve as proof of attendance and does not certify the participant's technical ability or skills.

*Beginning July 1, a JPL library card is required to receive the Certificate of Completion. Please visit jaxpubliclibrary.org/services/get-library-card or speak to a library staff member for more information.

Visit jaxpubliclibrary.org/services/e-services for full class descriptions.

BASIC COMPUTER LITERACY

Are you new to computers or do you want to improve your confidence using technology? Everyone is a beginner at some point. These classes are designed to teach you the basics about using your computer or mobile devices, and cover a variety of topics relevant to your daily tech needs.

Introduction to Computers

Thursday, Jan. 3	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, Jan. 8	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Feb. 5	1:30 – 3 p.m.	Highlands Regional Library
Tuesday, March 5	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)

Introduction to Keyboarding

Wednesday, Jan. 9	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Jan. 23	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Feb. 6	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Feb. 20	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, March 6	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, March 20	3 – 4:30 p.m.	Main Library (e-classroom 124)

Basic Computer Troubleshooting

Monday, Feb. 11	3 – 4:30 p.m.	University Park Branch Library
Tuesday, March 19	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)

Windows File Management

Thursday, Jan. 31	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Monday, Feb. 4	3 – 4:30 p.m.	University Park Branch Library
Tuesday, Feb. 5	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, March 5	1:30 – 3 p.m.	Highlands Regional Library
Tuesday, March 12	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)

Introduction to the Internet

Thursday, Jan. 3	10:30 a.m. – Noon	Beaches Branch Library
Thursday, Jan. 17	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, Jan. 22	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Feb. 12	1:30 – 3 p.m.	Highlands Regional Library

Tuesday, March 2611 a.m – 12:30 p.m. Main Library (e-classroom 124)

Internet Safety and Security

Tuesday, Feb. 56:30 – 8 p.m. Southeast Regional Library
Tuesday, Feb. 511 a.m. – 12:30 p.m. Regency Square Branch Library
Thursday, Feb. 14.....1:30 – 3 p.m. Webb Wesconnett Regional Library
Tuesday, Feb. 191:30 – 3 p.m. Bradham and Brooks Branch Library
Tuesday, Feb. 261:30 – 3 p.m. Highlands Regional Library
Thursday, March 7.....10:30 a.m. – Noon Beaches Branch Library
Monday, March 253 – 4:30 p.m. Pablo Creek Regional Library

Safe Online Shopping

Saturday, Feb. 91:30 – 3 p.m. Webb Wesconnett Regional Library
Thursday, March 14.....1:30 – 3 p.m. Webb Wesconnett Regional Library
Tuesday March 191:30 – 3 p.m. Bradham and Brooks Branch Library

Email and the Cloud

Tuesday, Feb. 191:30 – 3 p.m. Highlands Regional Library

Introduction to Cloud Computing

Sunday, March 24.....1:30 – 3 p.m. Webb Wesconnett Regional Library

Smartphones & Tablets for Beginners

Tuesday, Jan. 8.....1:30 – 3 p.m. Highlands Regional Library
Tuesday, Jan. 8.....11 a.m. – 12:30 p.m. Regency Square Branch Library
Thursday, Feb. 28.....1:30 – 3 p.m. Webb Wesconnett Regional Library
Tuesday March 5.....1:30 – 3 p.m. Bradham and Brooks Branch Library

Android Smartphones & Tablets

Monday, Jan. 73 – 4:30 p.m. Pablo Creek Regional Library
Tuesday, Jan. 15.....1:30 – 3 p.m. Highlands Regional Library
Thursday, Jan. 2410:30 a.m. – Noon Beaches Branch Library

Apple iPhones & iPads

Monday, Jan. 14	3 – 4:30 p.m.	Pablo Creek Regional Library
Thursday, Jan. 17	10:30 a.m. – Noon	Beaches Branch Library
Tuesday, Jan. 22	1:30 – 3 p.m.	Highlands Regional Library

Mobile Apps: Email, Calendar, and Photos (Camera)

Tuesday, Jan. 29	1:30 – 3 p.m.	Highlands Regional Library
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Selling Items Online

Tuesday, Jan. 8	6:30 – 8 p.m.	Southeast Regional Library
Wednesday, Jan. 9	11 a.m. – 12:30 p.m.	Highlands Regional Library
Saturday, Jan. 12	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, March 28	1:30 – 3 p.m.	Webb Wesconnett Regional Library

What’s new in Technology

Saturday, Jan. 26	1:30 – 3 p.m.	Webb Wesconnett Regional Library
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Turn On, Tune In Technology for 50+ series

Adults 50+ will find these classes have helpful instructors and an appropriate pace for the novice learner.

Mobile Devices for Adults 50+

Tuesday, Feb. 19	5 – 6:30 p.m.	Mandarin Branch Library
Thursday, March 28	10:30 a.m. – Noon	Mandarin Branch Library

Android Phones and Tablets for Adults 50+

Wednesday, Jan. 16	2 – 3 p.m.	Dallas Graham Branch Library
Wednesday, Feb. 20	2 – 3 p.m.	Dallas Graham Branch Library
Wednesday, March 20	2 – 3 p.m.	Dallas Graham Branch Library

iPhones and iPads for Adults 50+

Thursday, Feb. 7	2 – 3:30 p.m.	Regency Square Branch Library
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DOWNLOADABLE MEDIA AND OTHER DIGITAL LIBRARY RESOURCES

Learn about Jacksonville Public Library’s downloadable media collection and online resources catering to a variety of your information needs. These classes are also eligible for Certificate of Completion credit under the Basic Computer Literacy track!

E-Books and More

Saturday, Jan. 12	2 – 3:30 p.m.	South Mandarin Branch Library
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Wednesday, Jan. 16.....6:30 – 8 p.m. Regency Square Branch Library

Ace the SAT and ACT

Tuesday, Feb. 125:30 – 6:30 p.m. Main Library (e-classroom 124)

Tuesday, March 125:30 – 6:30 p.m. Main Library (e-classroom 124)

Foundation Directory Online – Finding Funding for your Nonprofit Organization

Tuesday, Jan. 85 – 6 p.m. Main Library (e-classroom 124)

Tuesday, March 195 – 6 p.m. Main Library (e-classroom 124)

Small Business Databases to Help Entrepreneurs

Tuesday, Jan. 155 – 6 p.m. Main Library (e-classroom 124)

Saturday, Feb. 92 – 3:30 p.m. South Mandarin Branch Library

Brainfuse JobNow

Wednesday, Feb. 133 – 4 p.m. Main Library (e-classroom 124)

Transparent Language Online: Learn Conversational French

Tuesday, Feb. 195 – 6 p.m. Main Library (e-classroom 124)

Transparent Language Online: Learn Conversational Tagalog

Wednesday, March 135 – 6 p.m. Main Library (e-classroom 124)

Transparent Language Online: Learn Conversational Spanish

Saturday, March 301:30 – 3 p.m. Webb Wesconnett Regional Library

MS OFFICE BASICS

Whether you're completely new to MS Office or simply looking to refresh your skills, we've got you covered! Our classes offer a variety of practical tools so you can learn the basics and more of Word, Excel, Outlook, PowerPoint, Publisher and Access. You'll also learn tips, tricks, shortcuts, and more to better use these programs. MS Office 2016 classes are now offered at Southeast Regional, Webb Wesconnett Regional, and University Park branch libraries. All other locations will continue to use MS Office 2010.

MS Office 2010: Word 1

Wednesday, Jan. 26 – 7:30 p.m. Pablo Creek Regional Library

Tuesday, Jan. 151:30 – 3 p.m. Bradham and Brooks Branch Library

Monday, Jan. 284 – 5:30 p.m. Regency Square Branch Library

Tuesday, Jan. 295 – 6:30 p.m. Mandarin Branch Library

Saturday, Feb. 2	10:30 a.m. – Noon	Pablo Creek Regional Library
Monday, Feb. 4	3 – 4:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 7	10:30 a.m. – Noon	Beaches Branch Library
Thursday, Feb. 28.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, March 7	10:15 – 11:45 a.m.	Mandarin Branch Library
Wednesday, March 13	11 a.m. – 12:30 p.m.	Highlands Regional Library
Friday, March 15.....	10:30 a.m. – Noon	South Mandarin Branch Library
Tuesday, March 19	1:30 – 3 p.m.	Highlands Regional Library

MS Office 2010: Word 2

Wednesday, Jan. 9.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Tuesday, Jan. 29	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Monday, Feb. 11	3 – 4:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 14.....	10:30 a.m. – Noon	Beaches Branch Library
Saturday, Feb. 16.	10:30 a.m. – Noon	Pablo Creek Regional Library
Thursday, March 14.....	10:15 – 11:45 a.m.	Mandarin Branch Library
Wednesday, March 20	11 a.m. – 12:30 p.m.	Highlands Regional Library
Friday, March 22.....	10:30 a.m. – Noon	South Mandarin Branch Library
Tuesday, March 26	1:30 – 3 p.m.	Highlands Regional Library

MS Office 2010: Word 3

Wednesday, Jan. 2.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Wednesday, Jan. 16.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 21.....	10:30 a.m. – Noon	Beaches Branch Library
Monday, Feb. 25	3 – 4:30 p.m.	Pablo Creek Regional Library
Thursday, March 21	10:30 a.m. – Noon	Mandarin Branch Library
Wednesday, March 27	11 a.m. – 12:30 p.m.	Highlands Regional Library
Friday, March 29.....	10:30 a.m. – Noon	South Mandarin Branch Library

MS Office 2016: Word 1

Wednesday, Jan. 9.....	4 – 5:30 p.m.	Southeast Regional Library
Thursday, Jan. 10	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Sunday, Feb. 10	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, Feb. 12	6:30 – 8 p.m.	Southeast Regional Library
Monday, March 4	3 – 4:30 p.m.	University Park Branch Library

MS Office 2016: Word 2

Wednesday, Jan. 23.....	4 – 5:30 p.m.	Southeast Regional Library
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Thursday, Jan. 24	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Sunday, Feb. 17	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, Feb. 19	6:30 – 8 p.m.	Southeast Regional Library
Monday, March 11	3 – 4:30 p.m.	University Park Branch Library

MS Office 2016: Word 3

Wednesday, Jan. 30	4 – 5:30 p.m.	Southeast Regional Library
Tuesday, Feb. 26	6:30 – 8 p.m.	Southeast Regional Library
Monday, March 18	3 – 4:30 p.m.	University Park Branch Library

MS Office 2010: Excel 1

Monday, Jan. 7	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Jan. 8	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Jan. 8	2 – 3:30 p.m.	Beaches Branch Library
Tuesday, Jan. 8	5 – 6:30 p.m.	Mandarin Branch Library
Saturday, Jan. 12	10:30 a.m. – Noon	Pablo Creek Regional Library
Thursday, Jan. 31	6 – 7:30 p.m.	Pablo Creek Regional Library
Friday, Feb. 1	10:30 a.m. – Noon	South Mandarin Branch Library
Wednesday, Feb. 6	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 7	10:30 a.m. – Noon	Mandarin Branch Library
Tuesday, Feb. 12	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Wednesday, Feb. 20	11 a.m. – 12:30 p.m.	Highlands Regional Library
Monday, March 4	3 – 4:30 p.m.	Pablo Creek Regional Library
Monday, March 4	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, March 5	5 – 6:30 p.m.	Mandarin Branch Library
Thursday, March 14	10:30 a.m. – Noon	Beaches Branch Library
Thursday, March 28	6 – 7:30 p.m.	Pablo Creek Regional Library

MS Office 2010: Excel 2

Monday, Jan. 14	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Jan. 15	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Jan. 15	2 – 3:30 p.m.	Beaches Branch Library
Tuesday, Jan. 15	5 – 6:30 p.m.	Mandarin Branch Library
Saturday, Jan. 19	10:30 a.m. – Noon	Pablo Creek Regional Library
Friday, Feb. 8	10:30 a.m. – Noon	South Mandarin Branch Library
Wednesday, Feb. 13	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 14	10:30 a.m. – Noon	Mandarin Branch Library

Tuesday, Feb. 26	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Wednesday, Feb. 27	11 a.m. – 12:30 p.m.	Highlands Regional Library
Monday, March 11	3 – 4:30 p.m.	Pablo Creek Regional Library
Monday, March 11	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, March 12	5 – 6:30 p.m.	Mandarin Branch Library
Thursday, March 21	10:30 a.m. – Noon	Beaches Branch Library

MS Office 2010: Excel 3

Tuesday, Jan. 22	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Jan. 22	2 – 3:30 p.m.	Beaches Branch Library
Friday, Feb. 15	10:30 a.m. – Noon	South Mandarin Branch Library
Wednesday, Feb. 20	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Feb. 28	10:15 – 11:45 a.m.	Mandarin Branch Library
Wednesday, March 6	11 a.m. – 12:30 p.m.	Highlands Regional Library
Monday, March 18	3 – 4:30 p.m.	Pablo Creek Regional Library
Thursday, March 28	10:30 a.m. – Noon	Beaches Branch Library

MS Office 2010: Excel 4

Tuesday, Jan. 29	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Jan. 29	2 – 3:30 p.m.	Beaches Branch Library
Wednesday, Feb. 27	6 – 7:30 p.m.	Pablo Creek Regional Library
Friday, March 1	10:30 a.m. – Noon	South Mandarin Branch Library

MS Office 2016: Excel 1

Sunday, Jan. 13	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, Jan. 31	3 – 4:30 p.m.	University Park Branch Library
Wednesday, Feb. 6	4 – 5:30 p.m.	Southeast Regional Library
Thursday, Feb. 7	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, March 5	6:30 – 8 p.m.	Southeast Regional Library
Thursday, March 7	3 – 4:30 p.m.	University Park Branch Library
Saturday, March 9	2:30 – 4 p.m.	Southeast Regional Library
Sunday, March 10	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2016: Excel 2

Sunday, Jan. 20	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, Feb. 7	3 – 4:30 p.m.	University Park Branch Library

Wednesday, Feb. 13	4 – 5:30 p.m.	Southeast Regional Library
Thursday, Feb. 21	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, March 12	6:30 – 8 p.m.	Southeast Regional Library
Thursday, March 14	3 – 4:30 p.m.	University Park Branch Library
Saturday, March 16	2:30 – 4 p.m.	Southeast Regional Library
Sunday, March 17	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2016: Excel 3

Saturday, Jan. 5	11 a.m – 12:30 p.m.	Webb Wesconnett Regional Library
Thursday, Jan. 10	3 – 4:30 p.m.	University Park Branch Library
Sunday, Jan. 27	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Saturday, Feb. 2	11 a.m – 12:30 p.m.	Webb Wesconnett Regional Library
Thursday, Feb. 14	3 – 4:30 p.m.	University Park Branch Library
Wednesday, Feb. 20	4 – 5:30 p.m.	Southeast Regional Library
Tuesday, March 19	6:30 – 8 p.m.	Southeast Regional Library
Thursday, March 21	3 – 4:30 p.m.	University Park Branch Library
Saturday, March 23	2:30 – 4 p.m.	Southeast Regional Library
Sunday, March 31	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2016: Excel 4

Thursday, Jan. 17	3 – 4:30 p.m.	University Park Branch Library
Thursday, Feb. 21	3 – 4:30 p.m.	University Park Branch Library
Wednesday, Feb. 27	4 – 5:30 p.m.	Southeast Regional Library
Saturday, March 2	11 a.m – 12:30 p.m.	Webb Wesconnett Regional Library
Sunday, March 3	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, March 26	6:30 – 8 p.m.	Southeast Regional Library
Thursday, March 28	3 – 4:30 p.m.	University Park Branch Library
Saturday, March 30	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2010: PowerPoint 1

Wednesday, Jan. 30	6 – 7:30 p.m.	Pablo Creek Regional Library
Tuesday, Feb. 5	11 a.m – 12:30 p.m.	Main Library (e-classroom 124)
Thursday, Feb. 28	10:30 a.m. – Noon	Beaches Branch Library

Tuesday March 12	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Monday, March 25	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, March 26	5 – 6:30 p.m.	Mandarin Branch Library
Saturday, March 30	10:30 a.m. – Noon	Pablo Creek Regional Library

MS Office 2010: PowerPoint 2

Tuesday, Feb. 12	11 a.m – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday March 26	1:30 – 3 p.m.	Bradham and Brooks Branch Library

MS Office 2016: PowerPoint 1

Tuesday, Jan. 22	6:30 – 8 p.m.	Southeast Regional Library
Sunday, Feb. 3.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Wednesday, March 6	4 – 5:30 p.m.	Southeast Regional Library
Thursday, March 7	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2016: PowerPoint 2

Tuesday, Jan. 29	6:30 – 8 p.m.	Southeast Regional Library
Wednesday, March 13	4 – 5:30 p.m.	Southeast Regional Library
Thursday, March 21	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2010: Publisher

Tuesday, Feb. 19	11 a.m – 12:30 p.m.	Main Library (e-classroom 124)
Monday, Feb. 25	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Feb. 26	5 – 6:30 p.m.	Mandarin Branch Library

MS Office 2016: Publisher

Sunday, Jan. 6.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Monday, Jan. 7	3 – 4:30 p.m.	University Park Branch Library
Wednesday, March 20	4 – 5:30 p.m.	Southeast Regional Library

MS Office 2010: OneNote

Tuesday, Feb. 26	11 a.m – 12:30 p.m.	Main Library (e-classroom 124)
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MS Office 2016: OneNote

Monday, Jan. 14.....	3 – 4:30 p.m.	University Park Branch Library
Saturday, Jan. 19.....	11 a.m – 12:30 p.m.	Webb Wesconnett Regional Library
Thursday, Jan. 24.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Feb. 28.....	3 – 4:30 p.m.	University Park Branch Library
Saturday, March 16.....	11 a.m – 12:30 p.m.	Webb Wesconnett Regional Library
Wednesday, March 27.....	4 – 5:30 p.m.	Southeast Regional Library

DIGITAL MEDIA AND DESIGN BASICS

Explore and enhance your creative side with fun tech tools! This learning track includes foundational classes that enable participants the opportunity to design simple projects involving digital images, basic coding, web design, 3-D printing and more.

Digital Photography Basics

Saturday, Jan. 5.....	2:30 – 4 p.m.	Southeast Regional Library
Wednesday, Jan. 16.....	5 – 6:30 p.m.	Main Library (e-classroom 124)
Friday, Feb. 15.....	4 – 5:30 p.m.	Main Library (e-classroom 124)

Digital Photography Portraits

Wednesday, Feb. 13.....	5 – 6:30 p.m.	Main Library (e-classroom 124)
Friday, Feb. 22.....	4 – 5:30 p.m.	Main Library (e-classroom 124)

Digital Photography in the Field

Friday, March 1.....	4 – 5:30 p.m.	Main Library (e-classroom 124)
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Digital Photography for Websites and Blogs

Wednesday, Feb. 27.....	5 – 6:30 p.m.	Main Library (e-classroom 124)
Friday, March 8.....	4 – 5:30 p.m.	Main Library (e-classroom 124)

Adobe Photoshop 1

Saturday, Jan. 12.....	2:30 – 4 p.m.	Southeast Regional Library
Tuesday, Feb. 5.....	2 – 3:30 p.m.	Beaches Branch Library
Friday, March 15.....	4 – 5:30 p.m.	Main Library (e-classroom 124)

Adobe Photoshop 2

Saturday, Jan. 19.....	2:30 – 4 p.m.	Southeast Regional Library
Saturday, Feb. 9.....	10:30 a.m. – Noon	Pablo Creek Regional Library
Tuesday, Feb. 19.....	2 – 3:30 p.m.	Beaches Branch Library

Friday, March 22.....4 – 5:30 p.m. Main Library (e-classroom 124)

GIMP Digital Image Editing

Friday, March 29.....4 – 5:30 p.m. Main Library (e-classroom 124)

Introduction to Coding

Friday, Jan. 44 – 5:30 p.m. Main Library (e-classroom 124)

Wednesday, Jan. 23.....11 a.m. – 12:30 p.m. Highlands Regional Library

Saturday, Jan. 26.....2:30 – 4 p.m. Southeast Regional Library

Coding: Python 1

Friday, Jan. 114 – 5:30 p.m. Main Library (e-classroom 124)

Tuesday, Jan. 22.....5 – 6:30 p.m. Mandarin Branch Library

Saturday, Feb. 232:30 – 4 p.m. Southeast Regional Library

Coding: Python 2

Friday, Jan. 184 – 5:30 p.m. Main Library (e-classroom 124)

Saturday, March 22:30 – 4 p.m. Southeast Regional Library

Web Design 1: Basic HTML

Friday, Jan. 254 – 5:30 p.m. Main Library (e-classroom 124)

Wednesday, Jan. 30.....11 a.m. – 12:30 p.m. Highlands Regional Library

Saturday, Feb. 22:30 – 4 p.m. Southeast Regional Library

Monday, Feb. 114 – 5:30 p.m. Regency Square Branch Library

Tuesday, Feb. 125 – 6:30 p.m. Mandarin Branch Library

Web Design 2: CSS

Friday, Feb. 14 – 5:30 p.m. Main Library (e-classroom 124)

Wednesday, Feb. 611 a.m. – 12:30 p.m. Highlands Regional Library

Saturday, Feb. 92:30 – 4 p.m. Southeast Regional Library

Web Design 3: Responsive Design

Friday, Feb. 8.....4 – 5:30 p.m. Main Library (e-classroom 124)

Wednesday, Feb. 13.....11 a.m. – 12:30 p.m. Highlands Regional Library

Saturday, Feb. 162:30 – 4 p.m. Southeast Regional Library

Introduction to 3-D Printing

Wednesday, March 205 – 6:30 p.m. Main Library (e-classroom 124)

3-D Design: TinkerCAD

Monday, March 18	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, March 19	5 – 6:30 p.m.	Mandarin Branch Library
Wednesday, March 27	5 – 6:30 p.m.	Main Library (e-classroom 124)

Seasonal! 3-D Printing Pens for Valentine's Day

Saturday, Feb. 2	3 – 4:30 p.m.	Mandarin Branch Library
Monday, Feb. 4	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Feb. 5	5 – 6:30 p.m.	Mandarin Branch Library
Monday, Feb. 11	3 – 4:30 p.m.	Southeast Regional Library

Seasonal! 3-D Printing Pens for St. Patrick's Day

Saturday March 2	3 – 4:30 p.m.	Mandarin Branch Library
Friday, March 8.....	10:30 a.m. – Noon	South Mandarin Branch Library
Monday, March 11	3 – 4:30 p.m.	Southeast Regional Library

Online Travel Reservations

Saturday, March 16	1:30 – 3 p.m.	Webb Wesconnett Regional Library
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Free Alternatives to Microsoft Office

Sunday, Feb. 24.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
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Classes for Tweens and Teens

Robot Derby: Spheros

Monday, Feb. 11	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, Feb. 12	3:30 – 5 p.m.	Brentwood Branch Library
Thursday, Feb. 14.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, Feb. 15.....	3 – 4:30 p.m.	Brown Eastside Branch Library
Monday, March 25	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, March 26	3 – 4:30 p.m.	Brentwood Branch Library
Thursday, March 28.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, March 29.....	3 – 4:30 p.m.	Brown Eastside Branch Library

Teen Tech Lab

Monday, March 4	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, March 5	3 – 4:30 p.m.	Brentwood Branch Library

Thursday, March 7.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, March 8.....	3 – 4:30 p.m.	Brown Eastside Branch Library

3-D Design: Tinkercad

Monday, Feb. 4.....	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, Feb. 5.....	3 – 4:30 p.m.	Brentwood Branch Library

Thursday, Feb. 7.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, Feb. 8.....	3 – 4:30 p.m.	Brown Eastside Branch Library

K'Nex Building

Friday, Jan. 11.....	3 – 4:30 p.m.	Brown Eastside Branch Library
Monday, Jan. 14.....	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, Jan. 15.....	3 – 4:30 p.m.	Brentwood Branch Library
Thursday, Jan. 17.....	3:30 – 5 p.m.	Westbrook Branch Library

Osmo & Puzzles

Friday, Jan. 18.....	3 – 4:30 p.m.	Brown Eastside Branch Library
Tuesday, Jan. 22.....	3:30 – 5 p.m.	Brentwood Branch Library
Thursday, Jan. 24.....	3:30 – 5 p.m.	Westbrook Branch Library

COMPUTER CLASSES IN SPANISH

Clases de Computadoras en Español

Las clases en las bibliotecas de Webb y Southeast son Microsoft Office 2016

Introducción a Las Computadoras

Miércoles, Enero 2.....	11:30 a.m. – 1 p.m.	Southeast Regional Library
Miercoles, Enero 2.....	6:30 – 8 p.m.	South Mandarin Branch Library
Viernes, Enero 4.....	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Introducción a la Red Global

Miércoles, Enero 16.....	11:30 a.m. – 1 p.m.	Southeast Regional Library
Miercoles, Enero 16.....	6:30 – 8 p.m.	South Mandarin Branch Library
Viernes, Enero 18.....	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Manejando Archivos en su Computadora

Miércoles, Enero 30.....	11:30 a.m. – 1 p.m.	Southeast Regional Library
Miercoles, Enero 30.....	6:30 – 8 p.m.	South Mandarin Branch Library

Viernes, Febrero 1.....10:30 a.m. – Noon Webb Wesconnett Regional Library

Seguridad y Búsqueda Segura

Miércoles, Febrero 13.....11:30 a.m. – 1 p.m. Southeast Regional Library

Miercoles Febrero 13.....6:30 – 8 p.m. South Mandarin Branch Library

Viernes, Febrero 15.....10:30 a.m. – Noon Webb Wesconnett Regional Library

Dispositivos Inteligentes Para Principiantes

Miércoles, Febrero 27.....11:30 a.m. – 1 p.m. Southeast Regional Library

Miercoles, February 276:30 – 8 p.m. South Mandarin Branch Library

Viernes, Marzo 110:30 a.m. – Noon Webb Wesconnett Regional Library

Compras Seguras en el Internet

Miércoles, Marzo 1311:30 a.m. – 1 p.m. Southeast Regional Library

Viernes, Marzo 1510:30 a.m. – Noon Webb Wesconnett Regional Library

Como Vender Usando el Internet

Miércoles, Marzo 27.....11:30 a.m. – 1 p.m. Southeast Regional Library

Viernes, Marzo 29.....10:30 a.m. – Noon Webb Wesconnett Regional Library

Microsoft Office 2010: Word 1 (español)

Miercoles, Enero 9.....6:30 – 8 p.m. South Mandarin Branch Library

Microsoft Office 2016: Word 1 (español)

Viernes, Enero 11.....10:30 a.m. – Noon Webb Wesconnett Regional Library

Microsoft Office 2010: Word 2 (español)

Miercoles, Enero 23.....6:30 – 8 p.m. South Mandarin Branch Library

Microsoft Office 2016: Word 2 (español)

Miércoles, Enero 23.....11:30 a.m. – 1 p.m. Southeast Regional Library

Viernes, Enero 25.....10:30 a.m. – Noon Webb Wesconnett Regional Library

Office 2016: PowerPoint 1 (español)

Miércoles, Marzo 6.....11:30 a.m. – 1 p.m.

Viernes, Marzo 8.....10:30 a.m. – Noon

Southeast Regional Library

Webb Wesconnett Regional Library

MS Office 2016: Power Point 2 (español)

Miércoles, Marzo 20.....11:30 a.m. – 1 p.m.

Viernes, Marzo 22.....10:30 a.m. – Noon

Southeast Regional Library

Webb Wesconnett Regional Library

MS Office 2010: Excel 1 (español)

Miercoles, Febrero 6.....6:30 – 8 p.m.

South Mandarin Branch Library

MS Office 2016: Excel 1 (español)

Miércoles, Febrero 6.....11:30 a.m. – 1 p.m.

Viernes, Febrero 8.....10:30 a.m. – Noon

Southeast Regional Library

Webb Wesconnett Regional Library

MS Office 2010: Excel 2 (español)

Miercoles, Febrero, 20.....6:30 – 8 p.m.

South Mandarin Branch Library

MS Office 2016: Excel 2 (español)

Miércoles, Febrero 20.....11:30 a.m. – 1 p.m.

Viernes, Febrero 22.....10:30 a.m. – Noon

Southeast Regional Library

Webb Wesconnett Regional Library

BASIC COMPUTER LITERACY certificate requirements and class tracking sheet

Complete three (3) required and five (5) elective classes from the list within six months to earn the Certificate of Completion.

Name: _____ Email: _____

Required classes

Choose any three (3) from the following topics:

Class Topic	Date Attended	Instructor's Signature
Introduction to Computers	_____	_____
Understanding the Hard Drive	_____	_____
Windows File Management	_____	_____
Introduction to the Internet	_____	_____
Internet Safety and Security	_____	_____
Internet Searching & Evaluating Websites	_____	_____
Introduction to Email	_____	_____
Introduction to Cloud Computing	_____	_____
<i>Any Operating System class:</i>		
Introduction to Windows 10	_____	_____
OR Windows 10 Apps	_____	_____
MacBook/OSX	_____	_____
Linux Operating System	_____	_____
<i>Any mobile device class:</i>		
Smartphones and Tablets for Beginners	_____	_____
Introduction to Android Tablets & Smartphones	_____	_____
Introduction to Apple iOS (iPad & iPhone)	_____	_____
Introduction to Mobile Apps	_____	_____

Electives

Choose five (5) classes not taken as required on the list above or any of the topics below.

Class Topic	Date Attended	Instructor's Signature
Computer Skills for Job Seekers	_____	_____
Introduction to Keyboarding	_____	_____
Basic Mouse Skills	_____	_____
Basic Computer Troubleshooting	_____	_____
Computer Hardware: Disassembly & Assembly	_____	_____
Introduction to Social Networking	_____	_____
Introduction to Open Source	_____	_____

Selling Items Online	_____	_____
Online Travel Reservations	_____	_____
What's New in Technology?	_____	_____
A downloadable media & other library resources class	_____	_____
Any MS Office 2010 class (will receive credit for that track)	_____	_____
Any Digital Media and Design class (will receive credit for that track)	_____	_____

MICROSOFT OFFICE BASICS certificate requirements and class tracking sheet

Complete five (5) required and three (3) elective classes from the list within six months to earn the Certificate of Completion.

Name: _____ Email: _____

Required classes

Class Topic	Date Attended	Instructor's Signature
<i>Any two (2) MS Office Word classes:</i>		
MS Office: Word 1	_____	_____
MS Office: Word 2	_____	_____
MS Office: Word 3	_____	_____
MS Office: Word for Resumes	_____	_____
<i>Any two (2) MS Office Excel classes:</i>		
MS Office: Excel 1	_____	_____
MS Office: Excel 2	_____	_____
MS Office: Excel 3	_____	_____
MS Office: Excel 4	_____	_____
<i>Any one (1) MS Office PowerPoint class:</i>		
MS Office: PowerPoint 1	_____	_____
MS Office: PowerPoint 2	_____	_____

Electives

Choose any three (3) classes not taken as required on the list above or any of the following:

Class Topic	Date Attended	Instructor's Signature
MS Office: Publisher	_____	_____
MS Office: Access	_____	_____
Microsoft OneNote	_____	_____
Introduction to LibreOffice	_____	_____
Free Alternatives to Microsoft Office	_____	_____
Prezi	_____	_____

* Both MS Office 2010 and 2016 classes are eligible to receive training credit

DIGITAL MEDIA AND DESIGN BASICS

certificate requirements and class tracking sheet

Complete three (3) required and five (5) elective classes from the list within six months to earn the Certificate of Completion.

Name: _____ Email: _____

Required classes

Class Topic	Date Attended	Instructor's Signature
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Any one (1) digital images and editing class:

Digital Photography Basics	_____	_____
Digital Photography in the Field	_____	_____
Digital Photography Portraits	_____	_____
Digital Photography for Blogging and Social Media	_____	_____
Adobe Photoshop 1	_____	_____
Adobe Photoshop 2	_____	_____
GIMP Digital Image Editing	_____	_____
Inkscape	_____	_____

Any one (1) Coding or Web Design class:

Introduction to Coding	_____	_____
Coding: Python 1	_____	_____
Coding: Python 2	_____	_____
Web Design: Basic HTML	_____	_____
Web Design: Basic CSS	_____	_____
Web Design: Responsive Design	_____	_____

Any one (1) 3-D Design class

Introduction to 3-D Printing	_____	_____
Introduction to 3-D Printing Pens	_____	_____
3-D Design: Tinkercad	_____	_____
3-D Design: Blender	_____	_____

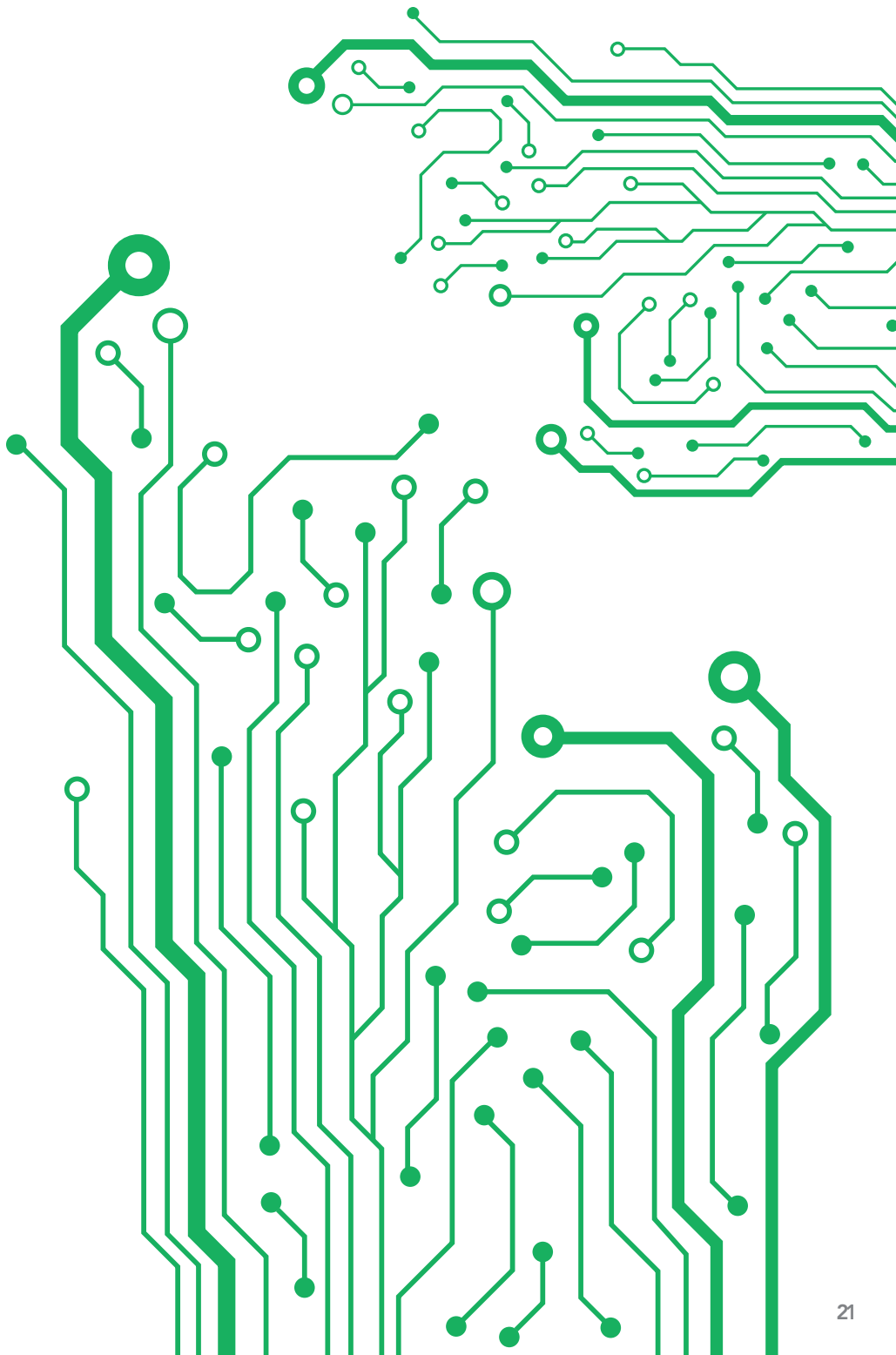
Electives

Choose any five (5) classes not taken as required on the list above or any of the following:

Class Topic	Date Attended	Instructor's Signature
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Editing and Publishing Your E-Book	_____	_____
Web Design: Blogging 101	_____	_____
Robot Derby	_____	_____
Other: _____	_____	_____

*Similar classes for seasonal or holiday themes as well as classes offered for teens and tweens will also receive credit.



1. **Main Library:** (904) 630-2665 303 Laura St. N., 32202
Center for Adult Learning 630-2426
2. **Argyle Branch:** (904) 573-3164 7973 Old Middleburg Rd. S., 32222
3. **Beaches Branch:** (904) 241-1141 600 3rd St., Neptune Beach, 32266
4. **Bradham and Brooks Branch:** (904) 765-5402 1755 Edgewood Ave. W., 32208
5. **Brentwood Branch:** (904) 630-0924 3725 Pearl St., 32206
6. **Bill Brinton Murray Hill Branch:** (904) 384-2665 918 Edgewood Ave. S., 32205
7. **Brown Eastside Branch:** (904) 630-5466 1390 Harrison St., 32206
8. **Dallas Graham Branch:** (904) 630-0922 2304 Myrtle Ave. N., 32209
9. **Highlands Regional:** (904) 757-7702 1826 Dunn Ave., 32218
10. **Mandarin Branch:** (904) 262-5201 3330 Kori Rd., 32257
11. **Maxville Branch:** (904) 289-7563 8375 Maxville Blvd., 32234
12. **Pablo Creek Regional:** (904) 992-7101 13295 Beach Blvd., 32246
13. **Regency Square Branch:** (904) 726-5142 9900 Regency Square Blvd., 32225
14. **San Marco Branch:** (904) 858-2907 1513 LaSalle St., 32207
15. **South Mandarin Branch:** (904) 288-6385 12125 San Jose Blvd., 32223
16. **Southeast Regional:** (904) 996-0325 10599 Deerwood Park Blvd., 32256
17. **University Park Branch:** (904) 630-1265 3435 University Blvd. N., 32277
18. **Charles Webb Wesconnett Regional:** (904) 778-7305 6887 103rd St., 32210
19. **West Branch:** (904) 693-1448 1425 Chaffee Rd. S., 32221
20. **Westbrook Branch:** (904) 384-7424 2809 Commonwealth Ave., 32254
21. **Willowbranch Branch:** (904) 381-8490 2875 Park St., 32205

ABOUT OUR CLASSES

Classes are offered in English and Spanish, and include training about the library's downloadable media service, computer basics, Microsoft Office, and special topics that cover a variety of technology related needs.

All classes are free and available at various Jacksonville Public Library locations. No registration necessary. Seating is on a first-come, first-served basis.

OTHER E-SERVICES PROGRAMS

Please refer to individual library branch flyers or contact your local library branch for specific dates and times.

Open Lab

Free computer access for job applications, online classes, e-government services, email and individual work. An e-library specialist will be on hand to answer questions.

1-on-1 Tech Tutoring

One-on-one assistance with downloadable media, email, the internet, online applications, and basic technology instruction. Sign up for your appointment online at jaxpubliclibrary.org/e-services/one-one-tech-help. Please visit or call your local library branch if you need help booking an appointment. Kindly bring your JPL library card to the appointment and learn how to fully enjoy the variety of resources the library offers. E-library specialists will also be able to assist you in applying or reactivating library cards.

Drop In! Technology Help for Adults 50+

Walk-in assistance for adults ages 50+ with their mobile devices—smartphones, tablets and laptops. This service is available at Webb Wesconnett, Bradham and Brooks, Mandarin, Southeast, and West Branch libraries. Check our calendar or call the branch for details.

Tech Help Via Email

Many questions can be answered quickly through email with no need for an appointment. Email us at jple-services@coj.net for your question or issue.

3-D Printing

The Jacksonville Public Library is happy to offer customers the ability to submit designs to be printed on the library's 3-D printer. Visit us at jaxpubliclibrary.org/services/3-d-printing-jacksonville-public-library.

