

COMPUTER & TECHNOLOGY CLASSES

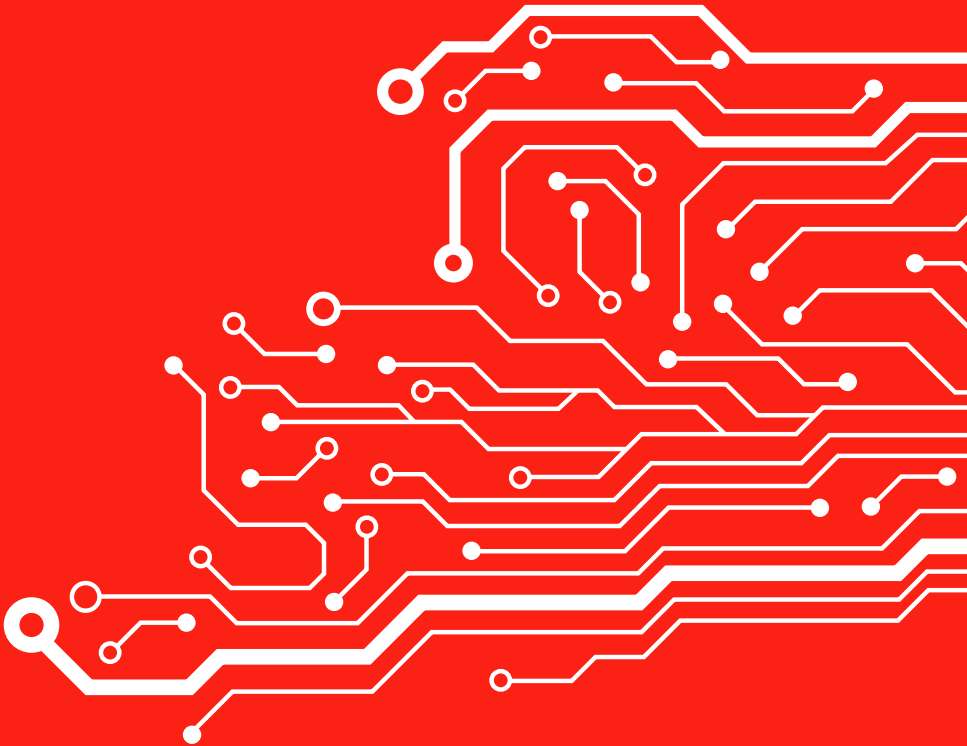


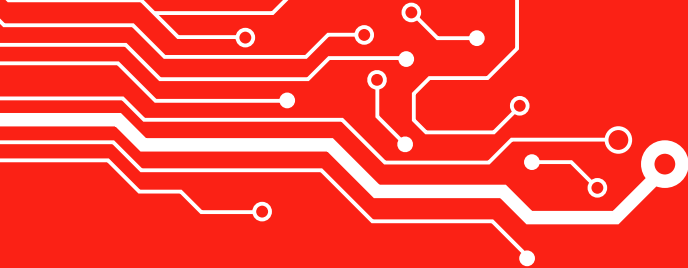
OCT. – DEC. 2018

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 16.

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





Check our theme-based classes this quarter!

Hispanic Heritage Month (Sept. 15 – Oct. 15):

Learn Conversational Spanish classes (**page 6**)

Tech classes in Spanish (**page 16**)

Filipino American History Month (October):

Learn Conversational Tagalog (**page 6**)

National Novel Writing Month (November)

Editing and Publishing Your E-Book classes (**page 14**)

Seasonal holiday 3-D pen classes (page 14)

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.

BASIC COMPUTER LITERACY

Are you new to computers or 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

Tuesday, Oct. 2.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Oct. 16.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library

Understanding the Hard Drive

Thursday, Oct. 25.....	2:30 – 4 p.m.	Southeast Regional Library
Tuesday, Dec. 11.....	6:30 – 8 p.m.	Southeast Regional Library

Introduction to Keyboarding

Wednesday, Oct. 10.....	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Oct. 24.....	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Nov. 14.....	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Nov. 28.....	3 – 4:30 p.m.	Main Library (e-classroom 124)
Wednesday, Dec. 12.....	3 – 4:30 p.m.	Main Library (e-classroom 124)

Basic Computer Troubleshooting

Tuesday, Oct. 16.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
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Windows File Management

Tuesday, Oct. 9.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Nov. 20.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Dec. 18.....	6:30 – 8 p.m.	Southeast Regional Library

Smartphones & Tablets for Beginners

Tuesday, Oct. 30.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Dec. 18.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library

Introduction to the Internet

Tuesday, Nov. 13.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Tuesday, Dec. 18.....	1:30 – 3 p.m.	Highlands Regional Library

Internet Safety and Security

Monday, Oct. 15.....	10:30 a.m. – Noon	Bradham and Brooks Branch Library
Tuesday, Nov. 6.....	2 – 3:30 p.m.	Beaches Branch Library
Wednesday, Nov. 14.....	6 – 7:30 p.m.	West Branch Library
Monday, Dec. 3.....	3:30 – 5 p.m.	Pablo Creek Regional Library
Thursday, Dec. 13.....	2:30 – 4 p.m.	Southeast Regional Library

Email and the Cloud

Tuesday, Nov. 6.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Thursday, Dec. 13.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library

Introduction to Cloud Computing

Wednesday, Oct. 10.....	1:30 – 3 p.m.	Mandarin Branch Library
Thursday, Oct. 18.....	2:30 – 4 p.m.	Southeast Regional Library
Tuesday, Dec. 4.....	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Dec. 27.....	6:30 – 8 p.m.	South Mandarin Branch Library

Safe Online Shopping

Monday, Oct. 29.....	2:30 – 4 p.m.	Southeast Regional Library
Wednesday, Nov. 14.....	1:30 – 3 p.m.	Mandarin Branch Library
Thursday, Nov. 29.....	6:30 – 8 p.m.	South Mandarin Branch Library

Selling Items Online

Wednesday, Oct. 10.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Nov. 27.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Thursday, Dec. 6.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Friday, Dec. 14.....	10:30 a.m. – Noon	South Mandarin Branch Library

TURN ON, TUNE IN – TECHNOLOGY FOR ADULTS 50+ SERIES

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

Computers for Adults 50+

Thursday, Oct. 4.....	10:30 a.m. – Noon	Beaches Branch Library
Thursday, Oct. 4.....	2:30 – 4 p.m.	Southeast Regional Library
Monday, Nov. 19.....	3:30 – 5 p.m.	Pablo Creek Regional Library
Wednesday, Nov. 28.....	6 – 7:30 p.m.	West Branch Library

Introduction to Keyboarding for Adults 50+

Thursday, Dec. 6.....2:30 – 4 p.m. Southeast Regional Library

Internet for Adults 50+

Thursday, Oct. 1810:30 a.m. – Noon Beaches Branch Library

Wednesday, Oct. 246 – 7:30 p.m. West Branch Library

Thursday, Nov. 1.....2:30 – 4 p.m. Southeast Regional Library

Monday, Nov. 263:30 – 5 p.m. Pablo Creek Regional Library

Email for Adults 50+

Wednesday, Oct. 176 – 7:30 p.m. West Branch Library

Wednesday, Dec. 126 – 7:30 p.m. West Branch Library

Mobile Devices for Adults 50+

Wednesday, Oct. 104 – 5:30 p.m. San Marco Branch Library

Friday, Oct. 2610:30 a.m. – Noon South Mandarin Branch Library

Wednesday, Nov. 281:30 – 3 p.m. Mandarin Branch Library

Mobile Apps for Adults 50+: Email, Calendar, and Photos

Wednesday, Nov. 144 – 5:30 p.m. San Marco Branch Library

Android Phones and Tablets for Adults 50+

Thursday, Oct. 2510:30 a.m. – Noon Beaches Branch Library

Wednesday, Oct. 172 – 3:30 p.m. Dallas Graham Branch Library

Wednesday, Nov. 142 – 3:30 p.m. Dallas Graham Branch Library

Wednesday, Dec. 122 – 3:30 p.m. Dallas Graham Branch Library

iPhones and iPads for Adults 50+

Thursday, Nov. 1.....10:30 a.m. – Noon Beaches Branch Library

Monday, Dec. 103:30 – 5 p.m. Pablo Creek Regional Library

*Walk-In Technology Help for Adults 50+ is also being offered! See the back of this catalog for details.

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

Thursday, Nov. 1.....2 – 3:30 p.m. Bradham and Brooks Branch Library

Saturday, Nov. 102 – 3:30 p.m. South Mandarin Branch Library

RB Digital

Thursday, Dec. 6.....2 – 3:30 p.m. Bradham and Brooks Branch Library

Ace the SAT and ACT

Tuesday, Nov. 65 – 6 p.m. Main Library (e-classroom 124)

Tuesday, Dec. 115 – 6 p.m. Main Library (e-classroom 124)

Small Business Databases to Help Entrepreneurs

Tuesday, Oct. 2.....5 – 6 p.m. Main Library (e-classroom 124)

Saturday, Dec. 12 – 3:30 p.m. South Mandarin Branch Library

Tuesday, Dec. 45 – 6 p.m. Main Library (e-classroom 124)

Foundation Directory Online – Finding Funding for your Nonprofit Organization

Tuesday, Oct. 9.....5 – 6 p.m. Main Library (e-classroom 124)

NEW! Accessing Your Local Government

Wednesday, Oct. 1711 a.m. – 12:30 p.m. Highlands Regional Library

Saturday, Oct. 20.....2:30 – 4 p.m. Southeast Regional Library

Tuesday, Oct. 30.....6:30 – 8 p.m. Southeast Regional Library

Library Resources for Your Vacation Abroad

Saturday, Oct. 20.....2 – 3:30 p.m. South Mandarin Branch Library

Online Travel Reservations

Tuesday, Oct. 30.....1:30 – 3 p.m. Bradham and Brooks Branch Library

Thursday, Nov. 1.....1:30 – 3 p.m. Webb Wesconnett Regional Library

Learn Conversational Spanish

Saturday, Oct. 12.....1:30 – 3 p.m. Webb Wesconnett Regional Library

Tuesday, Dec. 111:30 – 3 p.m. Bradham and Brooks Branch Library

Thursday, Dec. 20.....1:30 – 3 p.m. Webb Wesconnett Regional Library

Seasonal! Learn Conversational Tagalog

Thursday, Oct. 18.....6:30 – 8 p.m. Bradham and Brooks Branch Library

Thursday, Oct. 25.....6:30 – 8 p.m. Bradham and Brooks Branch 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

Monday, Oct. 1.....	3:30 – 5 p.m.	Pablo Creek Regional Library
Tuesday, Oct. 2.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Oct. 2.....	5 – 6:30 p.m.	Mandarin Branch Library
Tuesday, Oct. 2.....	2 – 3:30 p.m.	Beaches Branch Library
Sunday, Oct. 14.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Thursday, Oct. 25.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Saturday, Oct. 27.....	10:30 a.m. – Noon	Pablo Creek Regional Library
Tuesday, Oct. 30.....	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Nov. 1.....	6:30 – 8 p.m.	South Mandarin Branch Library
Monday, Nov. 19.....	4 – 5:30 p.m.	Regency Square Branch Library
Wednesday, Nov. 28.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Nov. 29.....	10:30 a.m. – Noon	Beaches Branch Library
Tuesday, Dec. 4.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Wednesday, Dec. 5.....	1:30 – 3 p.m.	Mandarin Branch Library
Sunday, Dec. 16.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Wednesday, Dec. 19.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Thursday, Dec. 27.....	6 – 7:30 p.m.	Pablo Creek Regional Library

MS Office 2010: Word 2

Tuesday, Oct. 9.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Oct. 9.....	2 – 3:30 p.m.	Beaches Branch Library
Tuesday, Oct. 9.....	5 – 6:30 p.m.	Mandarin Branch Library
Monday, Oct. 15.....	3:30 – 5 p.m.	Pablo Creek Regional Library
Sunday, Oct. 28.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Tuesday, Nov. 6.....	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Nov. 8.....	6:30 – 8 p.m.	South Mandarin Branch Library
Monday, Dec. 3.....	4 – 5:30 p.m.	Regency Square Branch Library
Wednesday, Dec. 5.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Dec. 6.....	10:30 a.m. – Noon	Beaches Branch Library
Tuesday, Dec. 11.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)

Wednesday, Dec. 12.....	1:30 – 3 p.m.	Mandarin Branch Library
Wednesday, Dec. 26.....	11 a.m. – 12:30 p.m.	Highlands Regional Library

MS Office 2010: Word 3

Wednesday, Oct. 3.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Oct. 16.....	2 – 3:30 p.m.	Beaches Branch Library
Tuesday, Oct. 16.....	5 – 6:30 p.m.	Mandarin Branch Library
Tuesday, Nov. 13.....	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Nov. 15.....	6:30 – 8 p.m.	South Mandarin Branch Library
Wednesday, Dec. 12.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Dec. 13.....	10:30 a.m. – Noon	Beaches Branch Library
Tuesday, Dec. 18.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)
Wednesday, Dec. 19.....	1:30 – 3 p.m.	Mandarin Branch Library

MS Office 2016: Word 1

Monday, Oct. 1.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Oct. 4.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, Nov. 8.....	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2016: Word 2

Monday, Oct. 8.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Oct. 11.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, Nov. 15.....	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2016: Word 3

Tuesday, Oct. 2.....	6:30 – 8 p.m.	Southeast Regional Library
Monday, Oct. 15.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Oct. 18.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Thursday, Nov. 29.....	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2010: Excel 1

Monday, Oct. 1.....	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Oct. 2.....	1:30 – 3 p.m.	Highlands Regional Library
Wednesday, Oct. 3.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Oct. 4.....	6:30 – 8 p.m.	South Mandarin Branch Library
Wednesday, Oct. 17.....	1:30 – 3 p.m.	Mandarin Branch Library
Sunday, Oct. 21.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Monday, Oct. 22.....	3:30 – 5 p.m.	Pablo Creek Regional Library

Tuesday, Oct. 23.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Friday, Nov. 2.....	10:30 a.m. – Noon	South Mandarin Branch Library
Saturday, Nov. 3.....	10:30 a.m. – Noon	Pablo Creek Regional Library
Tuesday, Nov. 13.....	2 – 3:30 p.m.	Beaches Branch Library
Thursday, Nov. 15.....	10:30 a.m. – Noon	Beaches Branch Library
Wednesday, Nov. 28.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Thursday, Nov. 29.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Nov. 29.....	6 – 7:30 p.m.	Dallas Graham Branch Library
Tuesday, Dec. 4.....	5 – 6:30 p.m.	Mandarin Branch Library

MS Office 2010: Excel 2

Monday, Oct. 8.....	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Oct. 9.....	1:30 – 3 p.m.	Highlands Regional Library
Wednesday, Oct. 10.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Oct. 11.....	6:30 – 8 p.m.	South Mandarin Branch Library
Wednesday, Oct. 24.....	1:30 – 3 p.m.	Mandarin Branch Library
Monday, Oct. 29.....	3:30 - 5 p.m.	Pablo Creek Regional Library
Tuesday, Nov. 6.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Friday, Nov. 9.....	10:30 a.m. – Noon	South Mandarin Branch Library
Saturday, Nov. 10.....	10:30 a.m. – Noon	Pablo Creek Regional Library
Sunday, Nov. 18.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Tuesday, Nov. 20.....	2 – 3:30 p.m.	Beaches Branch Library
Wednesday, Dec. 5.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Dec. 11.....	5 – 6:30 p.m.	Mandarin Branch Library

MS Office 2010: Excel 3

Monday, Oct. 15.....	4 – 5:30 p.m.	Regency Square Branch Library
Tuesday, Oct. 16.....	1:30 – 3 p.m.	Highlands Regional Library
Wednesday, Oct. 17.....	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Oct. 18.....	6:30 – 8 p.m.	South Mandarin Branch Library
Wednesday, Oct. 31.....	1:30 – 3 p.m.	Mandarin Branch Library
Friday, Nov. 16.....	10:30 a.m. – Noon	South Mandarin Branch Library
Saturday, Nov. 17.....	10:30 a.m. – Noon	Pablo Creek Regional Library
Tuesday, Nov. 27.....	2 – 3:30 p.m.	Beaches Branch Library
Sunday, Dec. 9.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
Wednesday, Dec. 12.....	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Dec. 18.....	5 – 6:30 p.m.	Mandarin Branch Library

MS Office 2010: Excel 4

Tuesday, Oct. 23.....	1:30 – 3 p.m.	Highlands Regional Library
Wednesday, Oct. 24	6 – 7:30 p.m.	Pablo Creek Regional Library
Thursday, Oct. 25.....	6:30 – 8 p.m.	South Mandarin Branch Library
Tuesday, Dec. 4	2 – 3:30 p.m.	Beaches Branch Library
Sunday, Dec. 30.....	1:30 – 3 p.m.	Main Library (e-classroom 124)

MS Office 2016: Excel 1

Tuesday, Oct. 9.....	6:30 – 8 p.m.	Southeast Regional Library
Thursday, Oct. 25.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Monday, Oct. 29.....	3 – 4:30 p.m.	University Park Branch Library

MS Office 2016: Excel 2

Tuesday, Oct. 16.....	6:30 – 8 p.m.	Southeast Regional Library
Monday, Nov. 5	3 – 4:30 p.m.	University Park Branch Library
Thursday, Nov. 8.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2016: Excel 3

Tuesday, Oct. 23.....	6:30 – 8 p.m.	Southeast Regional Library
Monday, Nov. 19	3 – 4:30 p.m.	University Park Branch Library

MS Office 2016: Excel 4

Saturday, Oct. 6.....	2:30 – 4 p.m.	Southeast Regional Library
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MS Office 2010: PowerPoint 1

Friday, Oct. 5.....	10:30 a.m. – Noon	South Mandarin Branch Library
Tuesday, Oct. 23.....	2 – 3:30 p.m.	Beaches Branch Library
Wednesday, Nov. 7	6 – 7:30 p.m.	Pablo Creek Regional Library
Tuesday, Nov. 13	1:30 – 3 p.m.	Bradham and Brooks Branch Library
Tuesday, Nov. 20	1:30 – 3 p.m.	Highlands Regional Library
Saturday, Dec. 1	10:30 a.m. – Noon	Pablo Creek Regional Library
Thursday, Dec. 6.....	6:30 – 8 p.m.	South Mandarin Branch Library
Thursday, Dec. 20.....	10:30 a.m. – Noon	Beaches Branch Library

MS Office 2010: PowerPoint 2

Friday, Oct. 12.....	10:30 a.m. – Noon	South Mandarin Branch Library
Tuesday, Nov. 27	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Dec. 13.....	6:30 – 8 p.m.	South Mandarin Branch Library

MS Office 2016: PowerPoint 1

Thursday, Nov. 15.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library
Tuesday, Nov. 27	6:30 – 8 p.m.	Southeast Regional Library
Monday, Dec. 3.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Dec. 20.....	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2016: PowerPoint 2

Tuesday, Dec. 4.....	6:30 – 8 p.m.	Southeast Regional Library
Monday, Dec. 10.....	3 – 4:30 p.m.	University Park Branch Library
Thursday, Dec. 27.....	2:30 – 4 p.m.	Southeast Regional Library

MS Office 2010: Publisher

Wednesday, Oct. 3	1:30 – 3 p.m.	Mandarin Branch Library
Wednesday, Oct. 24	11 a.m. – 12:30 p.m.	Highlands Regional Library
Friday, Nov. 30.....	10:30 a.m. – Noon	South Mandarin Branch Library
Tuesday, Dec. 11	1:30 – 3 p.m.	Highlands Regional Library
Thursday, Dec. 20.....	6:30 – 8 p.m.	South Mandarin Branch Library
Sunday, Dec. 23.....	1:30 – 3 p.m.	Main Library (e-classroom 124)

MS Office 2016: Publisher

Saturday, Oct. 13.....	2:30 – 4 p.m.	Southeast Regional Library
Thursday, Nov. 29.....	1:30 – 3 p.m.	Webb Wesconnett Regional Library

MS Office 2010: OneNote

Friday, Nov. 16.....	3 – 4:30 p.m.	Regency Square Branch Library
Saturday, Dec. 29.....	2:30 – 4 p.m.	Southeast Regional Library

Free Alternatives to Microsoft Office

Tuesday, Dec. 4.....	1:30 – 3 p.m.	Bradham and Brooks Branch Library
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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

Monday, Oct. 8.....	3:30 – 5 p.m.	Dallas Graham Branch Library
Wednesday, Oct. 24	5 – 6:30 p.m.	Main Library (e-classroom 124)

Saturday, Oct. 27	2:30 – 4 p.m.	Southeast Regional Library
Wednesday, Oct. 31	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Nov. 6	6:30 – 8 p.m.	Southeast Regional Library

Digital Photography Portraits

Wednesday, Nov. 28	5 – 6:30 p.m.	Main Library (e-classroom 124)
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Digital Photography for Websites and Blogs

Wednesday, Dec. 19	5 – 6:30 p.m.	Main Library (e-classroom 124)
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Adobe Photoshop 1

Saturday, Oct. 6	10:30 a.m. – Noon	Pablo Creek Regional Library
Saturday, Nov. 3	2:30 – 4 p.m.	Southeast Regional Library
Wednesday, Nov. 7	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Nov. 13	6:30 – 8 p.m.	Southeast Regional Library
Friday, Nov. 30	4 – 5:30 p.m.	Main Library (e-classroom 124)

Adobe Photoshop 2

Saturday, Oct. 20	10:30 a.m. – Noon	Pablo Creek Regional Library
Saturday, Nov. 10	2:30 – 4 p.m.	Southeast Regional Library
Wednesday, Nov. 14	11 a.m. – 12:30 p.m.	Highlands Regional Library
Tuesday, Nov. 20	6:30 – 8 p.m.	Southeast Regional Library
Friday, Dec. 7	4 – 5:30 p.m.	Main Library (e-classroom 124)

GIMP Digital Image Editing: Introduction

Thursday, Oct. 4	3 – 4:30 p.m.	University Park Branch Library
Friday, Oct. 5	3 – 4:30 p.m.	Regency Branch Library
Saturday, Oct. 6	11 a.m. – 12:30 p.m.	Webb Wesconnett Regional Library
Wednesday, Nov. 21	11 a.m. – 12:30 p.m.	Highlands Regional Library
Friday, Dec. 14	4 – 5:30 p.m.	Main Library (e-classroom 124)

NEW! GIMP Digital Image Editing: Layers and Masks

Thursday, Oct. 11	3 – 4:30 p.m.	University Park Branch Library
Saturday, Dec. 1	11 a.m. – 12:30 p.m.	Webb Wesconnett Regional Library

NEW! GIMP Digital Image Editing: Color Manipulation

Thursday, Oct. 18	3 – 4:30 p.m.	University Park Branch Library
Saturday, Dec. 15	11 a.m. – 12:30 p.m.	Webb Wesconnett Regional Library

NEW! GIMP Digital Image Editing: Digital Painting

Thursday, Oct. 25.....3 – 4:30 p.m. University Park Branch Library

NEW! GIMP Digital Image Editing: Create an E-Book Cover

Friday, Oct. 19.....3 – 4:30 p.m. Regency Square Branch Library

Saturday, Oct. 20.....11 a.m. – 12:30 p.m. Webb Wesconnett Regional Library

Thursday, Nov. 8.....3 – 4:30 p.m. University Park Branch Library

Introduction to Coding

Friday, Oct. 19.....4 – 5:30 p.m. Main Library (e-classroom 124)

Tuesday, Oct. 23.....5 – 6:30 p.m. Mandarin Branch Library

Saturday, Nov. 17.....2:30 – 4 p.m. Southeast Regional Library

Coding: Python 1

Friday, Oct. 26.....4 – 5:30 p.m. Main Library (e-classroom 124)

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

Saturday, Nov. 24.....2:30 – 4 p.m. Southeast Regional Library

Coding: Python 2

Friday, Nov. 2.....4 – 5:30 p.m. Main Library (e-classroom 124)

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

Saturday, Dec. 1.....2:30 – 4 p.m. Southeast Regional Library

Web Design: Basic HTML

Tuesday, Nov. 13.....5 – 6:30 p.m. Mandarin Branch Library

Thursday, Dec. 6.....3 – 4:30 p.m. University Park Branch Library

Saturday, Dec. 8.....2:30 – 4 p.m. Southeast Regional Library

Friday, Dec. 21.....4 – 5:30 p.m. Main Library (e-classroom 124)

Web Design: CSS

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

Tuesday, Nov. 20.....5 – 6:30 p.m. Mandarin Branch Library

Thursday, Dec. 13.....3 – 4:30 p.m. University Park Branch Library

Saturday, Dec. 15.....2:30 – 4 p.m. Southeast Regional Library

Friday, Dec. 28.....4 – 5:30 p.m. Main Library (e-classroom 124)

Web Design: Responsive Design

Friday, Oct. 12.....4 – 5:30 p.m. Main Library (e-classroom 124)

Tuesday, Nov. 27.....5 – 6:30 p.m. Mandarin Branch Library

Saturday, Dec. 22.....2:30 – 4 p.m. Southeast Regional Library

Introduction to 3-D Printing

Friday, Nov. 9.....	4 – 5:30 p.m.	Main Library (e-classroom 124)
Friday, Dec. 14.....	3 – 4:30 p.m.	Regency Square Branch Library

3-D Design: TinkerCAD

Friday, Nov. 16.....	4 – 5:30 p.m.	Main Library (e-classroom 124)
Thursday, Nov. 29.....	3 – 4:30 p.m.	University Park Branch Library

3-D Design: Blender

Sunday, Oct. 7.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
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NEW! 3-D Design: Creating Solid Objects in Blender

Sunday, Nov. 25.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
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NEW! 3-D Design: Sculpting in Blender

Sunday, Dec. 2.....	1:30 – 3 p.m.	Main Library (e-classroom 124)
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In celebration of National Novel Writing Month...

Editing and Publishing your E-Book

Friday, Nov. 2.....	2 – 3:30 p.m.	Beaches Branch Library
Wednesday, Nov. 14.....	2 – 3:30 p.m.	Pablo Creek Regional Library
Thursday, Nov. 15.....	3 – 4:30 p.m.	University Park Branch Library
Saturday, Nov. 17.....	11 a.m. – 12:30 p.m.	Webb Wesconnett Regional Library
Tuesday, Nov. 20.....	11 a.m. – 12:30 p.m.	Main Library (e-classroom 124)

Seasonal! 3-D Printing Pens for Halloween

Saturday, Oct. 6.....	3 – 4:30 p.m.	Mandarin Branch Library
Monday, Oct. 15.....	2:30 – 4 p.m.	Southeast Regional Library
Friday, Oct. 19.....	10:30 a.m. – Noon	South Mandarin Branch Library

Seasonal! 3-D Printing Pens for Thanksgiving

Wednesday, Nov. 7.....	1:30 – 3 p.m.	Mandarin Branch Library
Saturday, Nov. 17.....	10:30 a.m. – Noon	South Mandarin Branch Library

Seasonal! 3-D Printing Pens for the Winter Holidays

Saturday, Dec. 1.....	3 – 4:30 p.m.	Mandarin Branch Library
Monday, Dec. 10.....	2:30 – 4 p.m.	Southeast Regional Library
Monday, Dec. 10.....	4 – 5:30 p.m.	Regency Branch Library
Tuesday, Dec. 11.....	2 – 3:30 p.m.	Beaches Branch Library
Saturday, Dec. 15.....	10:30 a.m. – Noon	South Mandarin Branch Library

Wednesday, Dec. 196 – 7:30 p.m. Pablo Creek Regional Library

Classes for Tweens and Teens

Computer Basics for Kids

Wednesday, Oct. 103:30 – 5 p.m. Bradham and Brooks Branch Library

Thursday, Nov. 15.....3:30 – 5 p.m. Bradham and Brooks Branch Library

Wednesday, Dec. 54 – 5:30 p.m. Bradham and Brooks Branch Library

Robot Derby: Spheros

Monday, Dec. 173:30 – 5 p.m. Dallas Graham Branch Library

Tuesday, Dec. 183:30 – 5 p.m. Brentwood Branch Library

Thursday, Dec. 20.....3:30 – 5 p.m. Westbrook Branch Library

Friday, Dec. 21.....3:30 – 5 p.m. Brown Eastside Branch Library

Robot Derby: SUMO

Wednesday, Nov. 214 – 5:30 p.m. West Branch Library

3-D Printing Pens for Teens

Friday, Oct. 194:30 – 5:30 p.m. Beaches Branch Library

Wednesday, Dec. 124 – 5:30 p.m. West Branch Library

3-D Design: Tinkercad

Friday, Nov. 16.....4:30 – 5:30 p.m. Beaches Branch Library

Wednesday, Dec. 54 – 5:30 p.m. West Branch Library

Monday, Dec. 103:30 – 5 p.m. Dallas Graham Branch Library

Tuesday, Dec. 113:30 – 5 p.m. Brentwood Branch Library

Thursday, Dec. 13.....3:30 – 5 p.m. Westbrook Branch Library

Friday, Dec. 14.....3:30 – 5 p.m. Brown Eastside Branch Library

Snap Circuits

Wednesday, Oct. 34 – 5:30 p.m. West Branch Library

Thursday, Oct. 43:30 – 5 p.m. Westbrook Branch Library

Tuesday, Oct. 9.....3:30 – 5 p.m. Brentwood Branch Library

Friday, Oct. 123:30 – 5 p.m. Brown Eastside Branch Library

Building with K'nex

Wednesday, Oct. 104 – 5:30 p.m. West Branch Library

Monday, Oct. 15.....3:30 – 5 p.m. Dallas Graham Branch Library

Tuesday, Oct. 16.....3:30 – 5 p.m. Brentwood Branch Library

Thursday, Oct. 18.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, Oct. 19.....	3:30 – 5 p.m.	Brown Eastside Branch Library

Laser & Gravity Maze

Friday, Nov. 9.....	3:30 – 5 p.m.	Brown Eastside Branch Library
Tuesday, Nov. 13.....	3:30 – 5 p.m.	Brentwood Branch Library
Thursday, Nov. 15.....	3:30 – 5 p.m.	Westbrook Branch Library

Osmo & Puzzles

Wednesday, Nov. 7.....	4 – 5:30 p.m.	West Branch Library
Monday, Nov. 19.....	3:30 – 5 p.m.	Dallas Graham Branch Library
Tuesday, Nov. 20.....	3:30 – 5 p.m.	Brentwood Branch Library
Thursday, Nov. 22.....	3:30 – 5 p.m.	Westbrook Branch Library
Friday, Nov. 23.....	3:30 – 5 p.m.	Brown Eastside Branch Library

COMPUTER CLASSES IN SPANISH

Clases de Computadoras en Español

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

Microsoft Office 2010: Word 1 (español)

Miercoles Octubre 3.....	6:30 – 8 p.m.	South Mandarin Branch Library
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Microsoft Office 2016: Word 1 (español)

Miercoles Octubre 3.....	11 a.m. – 12:30 p.m.	Southeast Regional Library
Viernes Octubre 5.....	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Microsoft Office 2010: Word 2 (español)

Miercoles Octubre 10.....	6:30 – 8 p.m.	South Mandarin Branch Library
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Microsoft Office 2016: Word 2 (español)

Miercoles Octubre 10.....	11 a.m. – 12:30 p.m.	Southeast Regional Library
Viernes Octubre 12.....	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Microsoft Office 2016: Word 3 (español)

Miercoles Octubre 17.....	11 a.m. – 12:30 p.m.	Southeast Regional Library
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Microsoft Office 2010: Power Point 1 (español)

Miercoles Octubre 17.....	6:30 – 8 p.m.	South Mandarin Branch Library
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Office 2016: Power Point 1 (español)

Miercoles Octubre 1711 a.m. – 12:30 p.m. Southeast Regional Library
 Viernes Noviembre 3010:30 a.m. – Noon Webb Wesconnett Regional Library

Office 2016: Word Para Resumes (español)

Viernes Octubre 2610:30 a.m. – Noon Webb Wesconnett Regional Library

MS Office 2010: PowerPoint 2 (español)

Miercoles Octubre 246:30 – 8 p.m. South Mandarin Branch Library

MS Office 2016: Power Point 2 (español)

Miercoles Octubre 2411 a.m. – 12:30 p.m. Southeast Regional Library
 Viernes Diciembre 710:30 a.m. – Noon Webb Wesconnett Regional Library

MS Office 2010: Excel 1 (español)

Miercoles Noviembre 76:30 – 8 p.m. South Mandarin Branch Library

MS Office 2016: Excel 1 (español)

Viernes Noviembre 910:30 a.m. – Noon Webb Wesconnett Regional Library
 Miercoles Noviembre 1411 a.m. – 12:30 p.m. Southeast Regional Library

MS Office 2010: Excel 2 (español)

Miercoles Noviembre 146:30 – 8 p.m. South Mandarin Branch Library

MS Office 2016: Excel 2 (español)

Viernes Noviembre 1610:30 a.m. – Noon Webb Wesconnett Regional Library
 Miercoles Noviembre 2111 a.m. – 12:30 p.m. Southeast Regional Library

MS Office 2010: Publisher (español)

Miercoles November 286:30 – 8 p.m. South Mandarin Branch Library

Office 2016: Publisher (español)

Miercoles Noviembre 711 a.m. – 12:30 p.m. Southeast Regional Library

Como vender usando el Internet

Miercoles Diciembre 511 a.m. – 12:30 p.m. Southeast Regional Library
 Miercoles Diciembre 56:30 – 8 p.m. South Mandarin Branch Library

Alternativas Gratis a Microsoft Office

Miercoles Noviembre 28	11 a.m. – 12:30 p.m.	Southeast Regional Library
Miercoles Diciembre 12	6:30 – 8 p.m.	South Mandarin Branch Library

Aprenda Ingles Usando Tecnologia

Miercoles Diciembre 12	11 a.m. – 12:30 p.m.	Southeast Regional Library
Viernes Diciembre 14	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Session de Repaso y Paractica

Miercoles Diciembre 19	6:30 – 8 p.m.	South Mandarin Branch Library
Viernes Diciembre 21	10:30 a.m. – Noon	Webb Wesconnett Regional Library

Alternativas Gratis a Microsoft Office

Miercoles Noviembre 28	11 a.m. – 12:30 p.m.	Southeast Regional Library
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Reservando Viajes por Internet

Miercoles Octubre 31	6:30 – 8 p.m.	South Mandarin Branch Library
Miercoles Octubre 31	11 a.m. – 12:30 p.m.	Southeast Regional Library
Viernes Noviembre 2	10:30 a.m. – Noon	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.

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	_____	_____
Introduction to Email	_____	_____
Introduction to Cloud Computing	_____	_____
Email and the Cloud	_____	_____
Introduction to Windows 10	_____	_____
<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 Computer Troubleshooting	_____	_____
Computer Hardware: Disassembly & Assembly	_____	_____
Introduction to Social Networking	_____	_____
Introduction to Open Source	_____	_____
Safe Online Shopping	_____	_____
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.

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.

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: _____	_____	_____



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

Drop In! Technology Help for Adults 50+

Walk-in assistance for adults ages 50+ with their mobile devices—smartphones, tablets and laptops. This service will be available at the Main, Webb Wesconnett, Murray Hill, Bradham and Brooks, Mandarin, South Mandarin and West 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.

