

Timetable of computer classes at Hook Library

July - October 2010

Tue 13/7	10-12pm	Intro to E-mail
Sat 17/7	10-11am	iTea & biscuits
Sat 17/7	2 – 4pm	Create a Powerpoint presentation
Tue 20/7	10 – 12pm	Intro to the Internet
Tue 27/7	10-12pm	Intro to mail merge: creating labels
Sat 31/7	10-12pm	Intro to Facebook
Tue 3/8	10 – 12pm	Use your laptop
Tue 17/8	10 – 12pm	Beginners digital photography – learn how to transfer pictures from your camera to your computer & use basic editing (cost: £6)
Wed 18/8	10 – 12pm	Manage your files & folders
Tue 24/8	10 – 12pm	Digital photography – learn how to upload your photos to a website to create prints/photobooks etc (cost: £6)
Fri 3/9	10 – 12pm	E-mail practice session
Tue 7/9	10 – 12pm	Learn how to touch type (using online tutorials)
Sat 11/9	1.45 – 3.45pm	It's never too late to learn (4 week course for complete beginners ending 2/10 – cost - £24)
Tue 14/9	3 – 5pm	Trace your family history (using Ancestry)
Thu 16/9	10 – 12pm	3 week beginners Internet & e-mail course (cost: £18)
Tue 5/10	3 – 5pm	Digital photos – learn how to upload to a website
Thu 7/10	10 – 12pm	Use your laptop
Sat 9/10	10 – 12pm	Guide to free online tutorials

Also, a tutor is available and you can practice your skills at the following sessions:

Open Learning every Monday from 10-12pm (general)

Silver Surfers every other Saturday 10-12pm (Internet)

All classes are payable on booking. Our one-off intro classes, Open Learning and Silver Surfers sessions are £1.50. Laptop classes are £3 per session. Intermediate classes are £6. Please enquire regarding charges for our longer courses.

1-to-1 tuition is also available at a cost of £6 per half hour session.

For further details and to book your place on any of these courses, please call in at Hook library or ring (020) 8547 6480 or (020) 8547 6485.