

# Broadband Experience: Library accessible Broadband



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FOR IMMEDIATE RELEASE

**BE: LAB TO OFFER SPECIAL HOLIDAY CLASSES AT LIBRARY**

BE: Lab will be offering computer skills classes with a fun holiday focus this fall at the Southeast Steuben County Library. Participants are invited to bring their own laptops to these programs or use the library's laptops. Sign up is required by calling (607) 684-0360 or emailing belab@stls.org. For more details, call (607) 684-0360 or visit the calendar on our website at ssclibrary.org.

Friday Nov. 11 from 2-4 p.m. | PowerPoint II Project: Reinventing the Family Slide Show | Learn to create slideshows with music and video. Prerequisite: Microsoft PowerPoint I or experience with PowerPoint.

Friday Nov. 18 from 2-4 p.m. and Saturday Nov. 19 from 1-3 p.m. | Be a Super Shopper: Preparing for Black Friday & Cyber Monday. Learn to find the bargains and shop safely online. Bring a notebook.

Monday Nov. 21 from 2-4 p.m. | Excel for the Holidays: Mailing & Gift Lists. Learn to create a mailing list for your greeting cards and print labels. See how Excel can make shopping organization and budgeting easier. Prerequisite: Microsoft Excel I or experience with Excel.

Saturday Nov. 26 and Saturday Dec. 17 from 1-3 p.m. | Skype for the Holidays. This tutorial will take participants through the steps of downloading Skype, signing up for a free account and how to make free calls. Also covers video chat and paid conference calls.

Saturday Dec. 3 from 1-3 p.m. | Custom Photo Cards Online. Bring a flash drive or CD with your pictures and learn to order custom, professionally printed photos and photo cards.

Monday Dec. 5 from 2-4 p.m. | Word for the Holidays. Learn to make holiday greeting cards in Microsoft Word 2010. Prerequisite: Microsoft Word I or experience with Word.

Saturday Dec. 10 from 1-3 p.m. and Tuesday Dec. 13 from 6-7:30 p.m. | Test Drive Before you Buy. Come see our technology "Petting Zoo" and try before you buy those tech gifts.

Monday Dec. 12 from 2-4 p.m. | Excel for the Holidays: In the Kitchen. Plan a dinner party with confidence. We'll show you how to get organized with Excel. Prerequisite: Microsoft Excel I or experience with Excel.

Monday Dec. 19 from 2-4 p.m. | Last Minute Email Greeting Cards. Use templates in Word 2010 to create beautiful greeting cards that can be emailed. Prerequisite: Microsoft Word 2010 class I or experience with Word.

Tuesday Dec. 27 and Thursday Dec. 29 from 5-7:30 p.m. | Holiday Show and Tell. Did you get a new tech toy during the holidays? Stop by to learn how to use it or share what you know with others.

BE:LAB is part of the New York State Library's *Broadbandexpress@yourlibrary* program. Funding for these programs is provided through the American Recovery and Reinvestment Act (ARRA) Broadband Technology Opportunities Program (BTOP).