

Workshop & Class Descriptions

Pre-registration required

New! Excel Basics

9/20 *free*

Join Alex as he helps you gain the necessary skills to create, edit, format and print basic Microsoft Excel worksheets! Please bring your laptop and power cord to this class. You must have Excel already on your laptop. **Sign up by 9/18** C559

New! How to Fix Hacked Email

9/26 *free*

Are friends telling you that they received an email from you that you didn't send? You've been hacked! Not sure what to do next? Let Blair explain the steps you need to take to reclaim your account. **Sign up by 9/22** C560

New! Cut the Cord II

10/11 *free*

Missed our last workshop on getting rid of your cable or still need additional information before you make the decision? Come hear what Alex has to say about all the other options available to you. **Sign up by 10/6** C561

New! Smartphone Travels

10/17 *free*

Planning a trip abroad? Let Blair show you how to stay connected while on vacation without paying more than you have to. **Sign up by 10/13** C562

Smartphone Tip of the Month:

Be careful about using public Wi-Fi:

Logging onto a social media site like Facebook while using free Wi-Fi at the local coffee shop or airport lounge can help you avoid data charges from your carrier. But be wary of visiting secure sites such as a banking app while using public Wi-Fi. Scammers may be able to use the open stream to steal passwords and account information.

Appointments with our Tech Tutor Alex

Sometimes you just need some one-on-one time with someone other than your grandchild to answer your gadget related questions. No repairs or home visits allowed. Alex explains things in a way you'll understand and remember! By appointment only, Wed. & Fri. afternoons. (\$5 fee applies). Call Blair to schedule an appt. **TUTR18**

Technology Workshops

Pre-registration required

Stop in and see Blair to sign up for a class. Must be a member of Canoe Brook (Branford resident, age 60+)

Fees: Workshops are free.

Classes are: \$5.

Tutoring w/Alex: \$ 5 for 45 minutes

Camera Coaching w/Charlie: Free

Note: Payment is due when reserving your tutoring session with Alex. If you are unable to keep your appointment, you will not receive a credit unless we are able to fill your spot.

Class/Workshop Info

<u>Date</u>	<u>Course</u>	<u>Time</u>
9/20	Excel Basics	1:30-3:00 p.m.
9/26	Hacked Email	1:30-2:30 p.m.
10/11	Cut the Cord II	1:30-3:00 p.m.
10/17	Traveling w/ Smartphone	1:30-2:30 p.m.

Using Your Digital Camera (by appointment)
Need some help exploring all that your digital camera is capable of? One-on-one coaching is available Tuesdays, by appointment only. Call any staff member to schedule an appointment with Charlie our digital camera Techspert! **CAM18**

Reminder: Please sign up for all classes and monthly meetings including free sessions! Class sizes are limited and we also need to know who to contact in the event of cancellation. Thanks!

Note: We are in the process of converting the Computer Lab to a multi-use room as we need more classroom and meeting space. We have removed the outdated desktop units and countertops to give us a more flexible & functional space to meet our current programming needs. Several new computer stations will be available for personal use once the renovation is complete.