



www.countylibrary.org

George & Cynthia Woods Mitchell Library & South Regional Library

Computer Classes

Computer Class Descriptions

- **Microsoft Excel 2013 Parts 1- 6** - Microsoft Excel is required by most companies hiring in today's market. Join us to experience Excel from beginner to advanced, and take the stress out of using this fun and useful application. **Seating is limited. **Register for this set of classes at www.countylibrary.org. Click on 'Calendar Events', then hover over each class and click 'Register Now'.**
- **Open Lab** - These two-hour blocks of time are set aside for your computer-related questions and problems. Use our computers or bring in your own for help and ideas.
- **Microsoft Word Parts 1- 6** - Learn how to use this popular word processing software to create documents such as resumes, letters, and manuscripts.
- **QuickBooks Parts 1 - 5** - Looking for accounting software to manage payroll, inventory, sales, and other needs of your small business? Then join us for QuickBooks! This popular accounting software is quick to learn and easy to use. **Seating is limited. **Register for this set of classes at www.countylibrary.org. Click on 'Calendar Events', then hover over each class and click 'Register Now'.**

Computer Classes - September 2017

Monday	Tuesday	Wednesday	Thursday	Friday
				1 All Libraries Are Closed
4 All Libraries Are Closed	5 MITCHELL <u>Register Online</u> Excel Part 1 9:30 - 11:30	6 SOUTH Open Lab 1:00 - 3:00	7 MITCHELL <u>Register Online</u> Excel Part 2 9:30 - 11:30	8 MITCHELL <u>Register Online</u> Excel Part 3 9:30 - 11:30
11 SOUTH Word Part 1 9:30 - 11:30	12 MITCHELL <u>Register Online</u> Excel Part 4 9:30 - 11:30	13 SOUTH Word Part 2 1:00 - 3:00	14 MITCHELL <u>Register Online</u> Excel Part 5 9:30 - 11:30	15 MITCHELL <u>Register Online</u> Excel Part 6 9:30—11:30
18 SOUTH Word Part 3 9:30 - 11:30	19 MITCHELL <u>Register Online</u> QuickBooks Part 1 9:30—11:30	20 SOUTH Word Part 4 1:00 - 3:00	21 MITCHELL <u>Register Online</u> QuickBooks Part 2 9:30—11:30	22 NO CLASS
25 SOUTH Word Part 5 9:30 - 11:30	26 MITCHELL <u>Register Online</u> QuickBooks Part 3 9:30—11:30	27 SOUTH Word Part 6 1:00 - 3:00	28 MITCHELL <u>Register Online</u> QuickBooks Part 4 9:30—11:30	29 MITCHELL <u>Register Online</u> QuickBooks Part 5 9:30—11:30

South	Mitchell
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Events are subject to change without notice. Any individual who requires an auxiliary aid or service to participate in a library program should submit a request to the manager of the sponsoring facility at least 2 days in advance of the event.

South Regional Library
2101 Lake Robbins Dr.
The Woodlands, TX 77380
(936) 442-7727 ext. 6368
Denise Gardner

Mitchell Library
8125 Ashlane Way
The Woodlands, TX 77382
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