



# Computer Classes Course Descriptions @ the Library



**Throughout the year, various computer classes and hands-on learning opportunities are offered. Call for more details! Bloomfield residents only. Registration is required.**

**Welcome to the Web (Basic Course):** Understanding computers and the internet. No experience necessary. Two session class.

**Searching the Web:** Learn to search the web for information. Two session class, hands-on experience! (Mouse skills are a prerequisite.)

**E-mail Account:** E-mail is fast, easy, and efficient. Let us guide you through the basics of sending and receiving web-based e-mail. Learn how to organize your mail into folders and filter out unwanted mail. Walk away from class knowing how to set up your own free e-mail account using the computers here at the library.

**Resume Workshop:** By the end of the one-hour session, students should know how to create a simple resume using word processing software. Basic computer skills are required.

Interested in learning more about computers and searching the web on your own? The Internet is an excellent source of technical training. The following is a list of websites which offer tutorials on mouse skills, E-mail, and the basics of using a computer. Click on the name of the site to link to it and take advantage of the information available there:

- [Camden County Library Online Classes](#)
- [Internet 101](#)
- [Mouse Skills New User Tutorial](#)
- [AARP Computers and Technology](#)
- [Short Guides](#)



**Bloomfield Public Library • 90 Broad Street • Bloomfield NJ 07003 • (973) 566-6200**

*The Library is barrier-free.*