

COMPUTER CLASSES

The Library is proud to offer a variety of free technology classes. A reservation is required to attend these classes. To register, please call the Library or sign up at the Adult Services Desk.

USING THE INTERNET

Learn how to use the Internet, including opening web pages, browsing the Internet, learning about browsers, and more.

Monday, April 2 at 6:00 p.m.
Thursday, May 24 at 2:00 p.m.
Monday, June 25 at 6:00 p.m.
Monday, July 23 at 6:00 p.m.
Thursday, August 16 at 2:00 p.m.

COMPUTER BASICS

Learn the fundamentals of using a computer and gain a greater understanding of how it works. This is the perfect class for an absolute beginner with little to no experience.

Monday, March 5 at 6:00 p.m.
Thursday, April 12 at 2:00 p.m.
Thursday, June 21 at 2:00 p.m.
Monday, July 2 at 6:00 p.m.
Thursday, August 23 at 2:00 p.m.

INTRO TO PHOTOSHOP ELEMENTS

Learn the basics of Adobe Photoshop Elements. Photoshop is the industry standard tool for digital imaging, which makes Photoshop expertise a valuable commodity in the workplace.

Thursday, March 15 at 2:00 p.m.
Thursday, May 17 at 2:00 p.m.
Thursday, July 19 at 2:00 p.m.

PHOTOSHOP ELEMENTS 2

Already familiar with Photoshop Elements and ready to move on to the next level? This class is meant for those who have already taken our introductory Photoshop class and want to further their skills.

Thursday, March 22 at 2:00 p.m.
Thursday, June 14 at 2:00 p.m.
Monday, August 27 at 6:00 p.m.



INTRO TO MICROSOFT EXCEL

Learn the basics of Microsoft Excel, a spreadsheet program designed for everyday tasks such as setting up a budget, maintaining an address list, creating and managing business transactions, and more.

Monday, April 23 at 6:00 p.m.
Monday, June 4 at 6:00 p.m.
Monday, August 6 at 6:00 p.m.

INTRO TO MICROSOFT WORD

In this introductory level class, learn the basics of Microsoft Word: a word processing program that allows you to create various types of documents, letters, papers, flyers, resumes, and more.

Monday, March 26 at 6:00 p.m.
Thursday, April 19 at 2:00 p.m.
Monday, May 7 at 6:00 p.m.
Thursday, July 12 at 2:00 p.m.

LOOKING FOR MORE COMPUTER CLASSES?



With your Bensenville Library card, you have access to free online courses through Universal Class!

Classes include:

- **Creating WordPress Websites**
- **Digital Photography 101**
- **How to eBay**
- **How to Use an iPad**
- **Learn HTML**
- **Outlook 2016**
- **QuickBooks 101**
- **Windows 10**
- **Typing and Keyboarding 101**
- **...and many more!**

Visit benlib.org/universal-class to get started! If you have any questions, please stop by the Adult Services Desk and talk to a librarian—or call us at (630) 766-4642.

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www.benlib.org

