

# SEPTEMBER

 **DENVER PUBLIC LIBRARY**  
**COMMUNITY TECHNOLOGY CENTER**

Denver Central Library • Level 4  
 10 West 14th Avenue Parkway 80204  
 720-865-1706 • [ctc@denverlibrary.org](mailto:ctc@denverlibrary.org)  
[denverlibrary.org/ctc](http://denverlibrary.org/ctc)

## ideaLAB OPEN HOURS

ideaLAB is a digital media lab and makerspace. Create your own music, video, art, electronics and more. More info at [denverlibrary.org/idealab](http://denverlibrary.org/idealab)

Mon & Tue 3 - 8p

Wed 3 - 6p

Thu 1 - 6p

Fri 3 - 6p

Sat & Sun 1 - 5p

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					<b>1</b> Drop In Tech Help 11a - 12:30p	<b>2</b>
<b>3</b> LIBRARY CLOSED Labor Day	<b>4</b> LIBRARY CLOSED Labor Day	<b>5</b> Drop In Tech Help 3 - 4:30p Microsoft Excel: Basics 5 - 7p	<b>6</b> Microsoft Access I 1 - 2:30p Social Security Online 1 - 2p Microsoft Word: Basics 4 - 6p Girls Who DIY 4 - 6p	<b>7</b> Microsoft Excel: Conditional Formatting 1 - 2p Microsoft Excel: Sort & Filter 2:30 - 3:30p	<b>8</b>	<b>9</b> Drop In Tech Help 11a - 12:30p
<b>10</b> JavaScript I 1:30 - 3:30p	<b>11</b> 3D Printing & Modeling Basics 5 - 6:30p Learn to Code Meetup 6:15 - 7:45p	<b>12</b> Computer Basics: Getting Started 11:30a - 1p Denver Workforce: ResumePro 2 - 4p Drop In Tech Help 3 - 4:30p JavaScript II 5:30 - 7:30p WordPress Happiness Hour 6 - 8p	<b>13</b> Computer Basics: Internet I 11:30a - 1p Microsoft Access II 1 - 2:30p Girls Who DIY 4 - 6p	<b>14</b> Microsoft Excel: Formulas & Functions 1 - 3p Protecting Your Privacy Online 4 - 5:30p	<b>15</b> Drop In Tech Help 11a - 12:30p	<b>16</b> Fix & Mend Meetup 11:30a - 1p
<b>17</b> JavaScript III 1:30 - 3:30p	<b>18</b> Arduino Basics 5 - 6:30p Learn to Code Meetup 6:15 - 7:45p	<b>19</b> Studio Tutorial 11a - 12p Computer Basics: Internet II 11:30a - 1p Drop In Tech Help 3 - 4:30p JavaScript IV 5:30 - 7:30p DPL Photographers Guild Meetup 6 - 8p	<b>20</b> Computer Basics: Saving & Finding Files 11:30a - 1p Microsoft Access III 1 - 2:30p Girls Who DIY 4 - 6p	<b>21</b> Microsoft Excel: Graphs & Pivot Tables 1 - 2p Facebook Q&A 3 - 4:30p	<b>22</b> Google Drive Basics 11a - 1p	<b>23</b> Drop In Tech Help 11a - 12:30p
<b>24</b>	<b>25</b> Learn to Code Meetup 6:15 - 7:45p	<b>26</b> Studio Tutorial 11a - 12p Computer Basics: Email I 11:30a - 1p Denver Workforce: Job Search & Networking Strategies 2 - 4p Drop In Tech Help 3 - 4:30p Microsoft PowerPoint: Basics 6 - 7:30p	<b>27</b> Computer Basics: Email II 11:30a - 1p Girls Who DIY 4 - 6p	<b>28</b> Microsoft Excel: What-If Analysis 1 - 2p Microsoft Excel: Macros 2:30 - 3:30p Microsoft Publisher: Basics 4 - 6p	<b>29</b> Drop In Tech Help 11a - 12:30p	<b>30</b>

All classes free and open to the public.  
No registration required unless stated in description. No late entry.  
ADA accommodations available upon request.

### **3D Printing & Modeling Basics**

We'll teach you how to use free 3D modeling software (available at tinkercad.com) to create objects that can be 3D printed or even used in video game creation.

### **Arduino Basics**

Arduino is a microcontroller and a programming language that lets you create input/output electronic projects, ranging from everyday objects to complex scientific instruments. Come get a hands-on introduction to wiring and programming with Arduino.

### **Computer Basics: Email I**

Learn how to send and receive email, manage your inbox, and practice downloading and attaching files. Students may also receive help signing up for a Gmail account at the end of class.

### **Computer Basics: Email II**

aLearn how to clean up your email inbox, protect against spammers, create folders to organize emails, and practice attaching a file to an email and downloading attachments that have been sent to you.

### **Computer Basics: Getting Started**

Learn the basics of using a computer and practice using a mouse. No computer experience required.

### **Computer Basics: Internet I**

Learn how to use a browser to access the internet, and use Google to find information on the internet.

### **Computer Basics: Internet II**

Building on the skills from Internet I, practice using Google to find the information you need from websites you can trust.

### **Computer Basics: Saving & Finding Files**

In this class we'll learn how your computer is organized and how to find what you're looking for.

### **Denver Workforce: ResumePro**

Master and build a winning and effective resume with Denver Workforce Services.

### **Denver Workforce: Job Search and Networking Strategies**

Learn how to use job search engines such as Connecting Colorado, LinkedIn, and social media with Denver Workforce Services.

### **DPL Photographers Guild**

The DPL Photographers Guild meets every third Tuesday to discuss photography, cameras, photographic history, alternative approaches to image making, and more. Each session will feature a different lesson or workshop as well as time to share your images, ask questions, and give and receive feedback.

### **Drop In Tech Help**

If you have questions about navigating the web, social networks, your phone or tablet, eBooks, and more, drop by to get answers and learn how to use tech more effectively.

### **Facebook Q&A**

View a short presentation on the basics of Facebook, then stay for a Q&A style discussion. If you have questions about privacy, your newsfeed, or even creating a Facebook business page, this is the place.

### **Fix & Mend Meetup**

Bring your faulty lamp, torn pants, or other broken objects to this drop-in repair lab where we will work together to help you try to fix your items. This is a collaborative, social gathering and interested tinkerers are welcome to join as well!

### **Girls Who DIY**

Join us for a hands-on exploration of all things maker. We will work on projects involving everything STEAM: coding, robotics, web design, 3D printing, sewing, soldering, and more. Ages 12-18.

### **Google Drive Basics**

Learn how to save files online, create your own documents using Google's word processor, and learn about Drive's collaborative sharing features.

*Must have email address to attend this class.*

### **JavaScript**

JavaScript is a programming language that allows you to add interactive elements to your web page. No previous programming experience required, but you need to have intermediate computer skills and a basic understanding of HTML and CSS to attend.

Class I: Learn about variables, expressions, and functions.

Class II: Learn about loops and arrays.

Class III: Learn about objects and how to interact with the DOM.

Class IV: Learn about events and animation.

### **Learn to Code Meetup**

An open house/study group for anyone, at any level, with any interest in computer programming. Check out [www.meetup.com/learntocodedenver](http://www.meetup.com/learntocodedenver) for more details.

### **Microsoft Access**

Learn how to use Microsoft Access to create and manage databases.

Class I: Explore what a relational database is. Understand the process of designing a database. Create a new database and learn to import from external sources.

Class II: Learn what a query is and how to create one. Practice using criteria to pull the data you need from your tables.

Class III: Learn to use the report wizard. Learn how to customize a report in design view and format reports using autoformat tools. Create forms for user data entry and create value-lookup controls to make data entry easier.

### **Microsoft Excel: Basics**

Excel spreadsheets allow you to easily store, organize and manipulate data. Learn the basics of Excel (inserting text, basic formulas, AutoSum, AutoFill, and more) by creating a personal budget and making Excel do all the math for you!

### **Microsoft Excel: Conditional Formatting**

Expand your Excel knowledge and learn about conditional formatting, freezing rows, and using tables. Basic Excel skills required.

### **Microsoft Excel: Formulas & Functions**

Learn how to make Excel do the work for you by using commonly accessed formulas and functions. Basic Excel skills required.

### **Microsoft Excel: Graphs & Pivot Tables**

Make your Excel workbook pop by using graphs and pivot tables to represent your data visually. Basic Excel skills required.

### **Microsoft Excel: Macros**

Learn how to automate repetitive tasks by recording and running simple macros in Excel. Basic Excel skills required.

### **Microsoft Excel: Sort & Filter**

Use the sort and filter features in Excel to organize your data so you can find the information you are looking for easily. Basic Excel skills required.

### **Microsoft Excel: What-If Analysis**

Excel's What-If Analysis tools can help you experiment and answer questions with your data, even when the data is incomplete. Basic Excel skills required.

### **Microsoft PowerPoint: Basics**

PowerPoint is a popular presentation creation software that uses slides. Learn how to create, edit and save a basic presentation using PowerPoint.

### **Microsoft Publisher: Basics**

From greeting cards to banners to newsletters, desktop publishing can be easy with Publisher. Start by learning how to use a template to create a business card easily. Then learn how to edit and arrange text, images, fonts, and colors as we create a flyer with Publisher.

### **Microsoft Word: Basics**

Learn how to create and edit a document with Microsoft Word. We will cover basic formatting options like how to bold text, adjust line spacing, and change the page alignment.

### **Protecting Your Privacy Online**

Learn about tools you can use to limit what's shared about you online. Find out how browser plug-ins, proxies, and the Tor browser can help keep your information private.

### **Social Security Online**

Come see what online services SSA has to offer, including how to apply for benefits online. *\*No specific case related questions will be answered.*

### **Studio Tutorial**

Visit our recording studio and media conversion station. See how you can record your voice, create music, or digitize your tapes or vinyl records. After this orientation session, you can sign up for your own time at [denverlibrary.org/studio-ctc](http://denverlibrary.org/studio-ctc)

### **WordPress Happiness Hour**

If you are a front-end designer, intense developer, writer, or a person that likes to poke around on the Dashboard, then come on by. Bring your WordPress work and questions.

CAN'T MAKE IT TO CLASS? NEED EXTRA HELP?  
Call us at 720.865.1706 or email [ctc@denverlibrary.org](mailto:ctc@denverlibrary.org) to set up a one-on-one tech help appointment.