

FREE Career Courses and Computer Training @ EPL

FALL PROGRAMS

- Beginner Excel
- Beginner Powerpoint
- Beginner Publisher
- Beginner Word
- Digital Navigation
- Digital Citizenship
- Emailing Like a Pro: Gmail
- Emailing Like a Pro: Outlook
- Facebook 101
- How to Use a Keyboard & Mouse
- Instagram
- Intermediate Word
- Internet Etiquette
- Interview Tips
- Introduction to Computers
- Introduction to Gmail
- Introduction to Outlook Mail
- Introduction to the Internet
- Job Search Basics: Getting Started
- One-on-One Interview Practice
- Resume Critique
- Resume Tips & Interviewing Skills
- Resume Writing Tips
- Searching the Internet
- Security on the Internet
- Word: Formatting Tables
- Word: Mail Merge

**View the full calendar
and register at
www.EphrataPublicLibrary.org
or call 717-738-9291**

FOR YOUR FUTURE SELF

Thanks to a grant from the Pennsylvania Department of Labor & Industry, and a partnership between the Ephrata Public Library and CareerLink® of Lancaster County, we are pleased to present a variety of programs designed help patrons achieve their personal and professional goals.



COMPUTER LAB HOURS

Mon. - Thu.

10 a.m. - 4 p.m.

Walk-ins welcome!

*Do you need help with computer
skills or job searching?
Our staff is here to offer **free** help!*

PRESENTED BY:



FREE Career Courses and Computer Training @ Ephrata Public Library

NOVEMBER 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
	1 10:00 A.M. - 5:00 P.M. Computer Lab 12:30 P.M. Resume Critique	2 10:00 A.M. - 5:00 P.M. Computer Lab 6:30 P.M. Introduction to Computers	3 10:00 A.M. - 4:00 P.M. Computer Lab 11:00 A.M. Beginner Publisher
7 10:00 A.M. - 4:00 P.M. Computer Lab 1:00 P.M. Facebook 101	8 10:00 A.M. - 5:00 P.M. Computer Lab 3:00 P.M. Resume Critique	9 10:00 A.M. - 5:00 P.M. Computer Lab 6:30 P.M. Introduction to Computers	10 10:00 A.M. - 5:00 P.M. Computer Lab 11:00 A.M. Beginner Publisher 1:00 P.M. Facebook 101
14 10:00 A.M. - 4:00 P.M. Computer Lab 1:00 P.M. Facebook 101 7:00 P.M. Resume Tips & Interviewing Skills	15 10:00 A.M. - 4:00 P.M. Computer Lab	16 10:00 A.M. - 5:00 P.M. Computer Lab 1:00 P.M. Searching the Internet 6:30 P.M. Introduction to the Internet	17 10:00 A.M. - 4:00 P.M. Computer Lab 1:00 P.M. Facebook 101
21 10:00 A.M. - 5:00 P.M. Computer Lab 1 P.M., 2 P.M. & 3 P.M. One-on-One Interview Practice	22 10:00 A.M. - 4:00 P.M. Computer Lab	23 10:00 A.M. - 5:00 P.M. Computer Lab	24 - CLOSED - Happy Thanksgiving!
28 10:00 A.M. - 5:00 P.M. Computer Lab 1 P.M., 2 P.M. & 3 P.M. One-on-One Interview Practice	29 10:00 A.M. - 4:00 P.M. Computer Lab	30 10:00 A.M. - 5:00 P.M. Computer Lab 1:00 P.M. Searching the Internet 6:30 P.M. Security on the Internet	<div> <p>Need assistance with your job search? Have a computer question? Our knowledgeable staff members are ready to offer FREE help to the public!</p> </div>



Do you need help with computer skills or job searching? **FREE** help is here.
Mon. - Thu. 10 a.m. - 4 p.m. | 550 South Reading Road, Ephrata, PA 17522 | WALK-INS WELCOME!
www.EphrataPublicLibrary.org

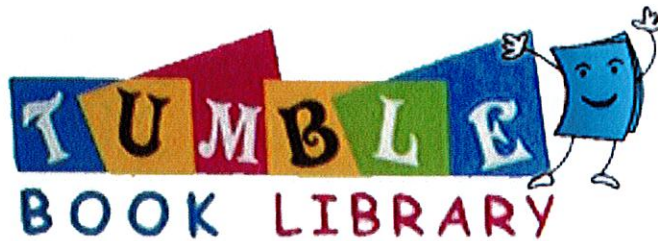
FREE Career Courses and Computer Training @ Ephrata Public Library

DECEMBER 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
<p>Need assistance with your job search? Have a computer question? Our knowledgeable staff members are ready to offer FREE help to the public!</p>			<p>1</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p>
<p>5</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p> <p>3:00 P.M. Resume Writing Tips (Part 1)</p>	<p>6</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p> <p>11:00 A.M. Intermediate Word</p>	<p>7</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p> <p>6:30 P.M. Introduction to Outlook Mail</p>	<p>8</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p> <p>11:00 A.M. Word: Formatting Tables</p>
<p>12</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p> <p>3:00 P.M. Resume Critique (Part 2)</p>	<p>13</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p> <p>11:00 A.M. Intermediate Word</p>	<p>14</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab (Part 3)</p> <p>1:00 P.M. Digital Citizenship</p> <p>6:30 P.M. Introduction to Gmail</p>	<p>15</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p> <p>11:00 A.M. Word: Mail Merge</p>
<p>19</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p> <p>3:00 P.M. Interview Tips</p>	<p>20</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p>	<p>21</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p>	<p>22</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p>
<p>26</p> <p>- CLOSED - Happy Holiday!</p>	<p>27</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p>	<p>28</p> <p>10:00 A.M. - 5:00 P.M. Computer Lab</p>	<p>29</p> <p>10:00 A.M. - 4:00 P.M. Computer Lab</p>



Do you need help with computer skills or job searching? **FREE** help is here.
 Mon. - Thu. 10 a.m. - 4 p.m. | 550 South Reading Road, Ephrata, PA 17522 | WALK-INS WELCOME!
www.EphrataPublicLibrary.org



Dear Parents!

Our **Library** has a subscription to **TumbleBookLibrary**, and your family can access it from home! It's **unlimited**, and it's **FREE** for you to use from home!

TumbleBookLibrary is an online collection of **e-books** for children. They are a great way to encourage tech-savvy kids to enjoy reading!

There are **over 250** animated, talking picture books! The site also features Spanish and French books, read-along chapter books, non-fiction books, and exciting games and puzzles!

We hope that you will get the chance to check out the collections with your child! Below is all the information you'll need to login to the collection:



Visit
www.ephratapubliclibrary.org
for instant access!

You can use your computer, tablet, or mobile phone! All you need is an internet connection. There are no downloads: books are streamed right to your device at the click of a button.

Happy Tumbling, everyone!

