



Want to improve your computer skills or learn how to navigate the internet? The Access 4 All Express offers FREE in-person classes for people of all skill levels. Don't have a device?

The **Access 4 All Express** offers FREE in-person classes for people of all skill levels. Don't have a device? One can be provided to you free during the class, or you can purchase a low-cost device offered through the program. One-hour classes begin at the times and locations listed below follow by open office hours where you can get one-on-one help from instructors. To sign up for a class, ask a librarian or go to sdfutures.org/digital-literacy

October 2022 CLASS SCHEDULE

OCCODE 2022 CLASS SCHEDULL	
Valencia Park/Malcolm X Library	Park de la Cruz Recreation Center
5148 Market St.	3911 Landis St.
Thursdays 10 am - 1 pm	Mondays & Wednesdays
Online Shopping and Internet Safety	9:30 am - 12:30 pm
<u>Date</u> <u>Class Topic</u>	Microsoft Word
10/6 Online Shopping I - Safety	<u>Date</u> <u>Class Topic</u>
10/13 Online Shopping II - Buy and Track Orders	10/3 Mouse & Typing Practice
10/20 Types of Malware URL Review Hypertext	10/10 Word I - Open and Save
10/27 Hypertext QR Code	10/17 Word II - Type your Receipes
	10/24 Word III - Create a Contact Card 10/31 Open Office Hours
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	Online Shopping and Internet Safety Date Class Topic
Open Office Hours	Date Class Topic 10/5 Online Shopping I - Safety
	10/12 Online Shopping II - Buy and Track Orders
Fridays 10am - 1pm	10/19 Types of Malware URL Review Hypertext
	10/26 Hypertext QR Code
Logan Heights Library	Central Library – Downtown San Diego
567 S. 28 th St.	330 Park Blvd.
Wednesdays 10:30 am - 1:30 pm	Tuesdays 1 pm - 4 pm
Smartphone Series	Microsoft Word
<u>Date</u> <u>Class Topic</u>	Date Class Topic
10/5 Smartphone I - Navigate Phone and Settigns	10/4 Mouse & Typing Practice
10/12 Smartphone II - Contact and Block people 10/19 Smartphone III - Taking Photos	10/11 Word I - Open and Save 10/18 Word II - Type your Receipes
10/19 Smartphone III - Taking Photos 10/26 Smartphone IV - Scanning Documents	10/15 Word III - Type your Receipes 10/25 Word III - Resume Template
San Ysidro Library	Sherman Heights Community Center
4235 Beyer Blvd.	2258 Island Ave.
Mondays 2 pm - 5 pm	Tuesdays 10 am - 12 pm
Zoom Series	Smartphone Series
Date Class Topic	Date Class Topic
10/3 Open Office Hours	10/4 Smartphone I - Navigate Phone and Settigns
10/10 Zoom I - Intro & Terminology	10/11 Smartphone II - Contact and Block people
10/17 Zoom II - Join Zoom Meeting	10/18 Smartphone III - Taking Photos
10/24 Zoom III - Interacting on Zoom	10/25 Smartphone IV - Scanning Documents
10/31 Zoom IV - Creating an Event	Au 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Skyline Hills Library	City Heights Library
7900 Paradise Valley Rd.	3795 Fairmount Ave.
Saturday 10am - 1pm	Wednesdays 2pm - 5pm
Microsoft Word Class Topic	Basic Computer Series Class Topic
Date Class Topic 10/1 Mouse & Typing Practice	Date Class Topic 10/5 Basic Computer Hardware
10/8 Word I - Open and Save	10/12 Mouse & Typing Practice
10/15 Word II - Resume Template	10/19 Internet Search URL Overview
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10/22 Word III - Coverletter Template	10/26 Types of Malware URL Review Hypertext

10/29 Open Office Hours