



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? 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

November 2022 CLASS SCHEDULE

Valencia Park/Malcolm X Library	Park de la Cruz Recreation Center
5148 Market St.	3911 Landis St.
Thursdays 10 am - 1 pm Zoom & Online Shopping Date Class Topic	Mondays & Wednesdays 9:30 am - 12:30 pm <i>Online Shopping & Internet Safety</i>
11/3 Zoom II - Join Zoom Meeting 11/10 Online Shopping I - Safety 11/17 Online Shopping II - Buy and Track Orders 11/24 Holiday	Date 11/7 Online Shopping I - Safety 11/14 Online Shopping II - Buy and Track Orders 11/21 Types of Malware URL Review Hypertext 11/28 Hypertext QR Code
Open Office Hours Fridays 10am - 1pm	<u>iPad Series</u> <u>Date</u> 11/2 Open Office Hours 11/9 iPad I - Navigation and Gestures
Closed 11/11 & 11/25 for holiday	11/16 iPad II - Apps 11/23 iPad III - Facetime 11/30 Open Office Hours
Logan Heights Library	Central Library – Downtown San Diego
567 S. 28 th St.	330 Park Blvd.
Wednesdays 10:30 am - 1:30 pm Basic Computer Series	Tuesdays 1 pm - 4 pm Smartphone Series
Date 11/2 Basic Computer hardware 11/9 Mouse & Keyboard Practice 11/16 Internet Search URL Overview 11/23 Types of Malware URL Review Hypertext 11/30 Open Office Hours	Date Class Topic Smartphone I - Navigate Phone and Settings 11/8 Smartphone II - Contact and Block people 11/15 Smartphone III - Taking Photos 11/22 Smartphone IV - Scanning Documents 11/29 Open Office Hours
San Ysidro Library	Sherman Heights Community Center
4235 Beyer Blvd. Mondays 2 pm - 5 pm <i>Microsoft Word Series</i>	2258 Island Ave. Tuesdays 10 am - 12 pm <i>Zoom Series</i>
DateClass Topic11/7Mouse & Typing Practice11/14Open Office Hours11/21Word I - Open and Save11/28Word II - Type your Recipes	Date 11/1 Zoom I - Intro & Terminology 11/8 Zoom II - Join Zoom Meeting 11/15 Open Office Hours 11/22 Zoom III - Interacting on Zoom 11/29 Class Topic
Skyline Hills Library	City Heights Library
7900 Paradise Valley Rd.	3795 Fairmount Ave.
Saturday 10am - 1pm	Wednesdays 2pm - 5pm
Microsoft Excel Series Date 11/5 Excel I - Open and Save 11/12 Excel II - Welcome to Excel 11/19 Excel III - Intro to Formulas 11/26 Closed for Holiday	Microsoft Word Series Date Class Topic 11/2 Mouse & Typing Practice 11/9 Word I - Open and Save 11/16 Word II - Resume Template 11/23 Word II - Type your Recipes 11/30 Open Office Hours