

UNIVERSAL CLASS

Universal Class provides high quality, online courses to help you learn the skills needed to achieve your goals. Courses include lessons, exams, assignments, discussion boards and assessments to help you master the learning outcomes. Classes start anytime you are ready! Courses are free with your library card.

Dreamweaver 101

Adobe Dreamweaver is a web design program that gives even the most amateur web designer the ability to create stunning web pages fairly quickly and easily. No HTML knowledge necessary!

Introduction to CSS

This course shows you how to design web pages and create CSS classes from a beginner's level to a more intermediate level. It starts off with basic HTML declarations, properties, values and how to include a CSS style sheet with your HTML code. For those of you who are new to CSS and HTML, we show you step-by-step how to create a CSS file and include it in your HTML code, even if you use a cloud server for your hosting.

Introduction to JavaScript

This course gets you started with an introduction to JavaScript. We assume that you're new to the language, so it gets you started with basic functionality such as creating functions, creating variables, and calling these lines of code from your standard HTML pages.

Introduction to SQL

This comprehensive course teaches and demonstrates all aspects of SQL. While you'll learn everything there is to do with SQL, this course assumes you have no prior SQL experience and is for the complete beginner.

For more information: <https://alexlibraryva.org/online-learning>



The Library has computers for public use at four locations, with high-speed internet access. Sign up to use a computer with your library card.

The Library also offers free Wi-Fi at all branches.



With the online curriculum provided by *Grow With Google*, you can spend this summer brushing up on your digital skills at your own pace. Lessons include:

- Starting and Editing a Resume
- Using Google to Get a New Job
- Plan Effective Meetings and Effective Communications at Work
- Collaborate with Digital Tools

Program opens on June 1, 2019 and ends on August 31, 2019

For more information: <https://alexlibraryva.org/online-learning>

COMPUTER & TECHNOLOGY CLASSES

JUNE, JULY & AUGUST 2019



Intro to Photoshop CC

Learn how to use Adobe Photoshop CC, the world's best graphics program, to edit and process photos and create original images.

Intro to Illustrator CS6

Learn to design and draw vector art, work with shape gradients, and manipulate color images using Adobe Illustrator CS6.

Photoshop Elements for the Digital Photographer

Learn how to use the tools and features of Adobe Photoshop Elements for editing and fixing your digital photos and images.



COMPUTER BASICS

GALE COURSES

Introduction to Microsoft Excel 2016

Become proficient in using Microsoft Excel 2016 and discover how to create worksheets, workbooks, charts, and graphs quickly and efficiently.

Introduction to Microsoft Word 2016

Learn to use the basic features of Word 2016 to type, edit, format, spell check, and print professional-looking documents, letters, and reports.

Introduction to Microsoft PowerPoint 2016

Learn how to use Microsoft PowerPoint 2016 to create professional-looking presentations using slide and layout masters that make global changes in a snap.

Introduction to Microsoft Project 2016

Use this popular project management software to plan, implement, and control projects, track costs and resources, and generate reports using Gantt Chart and Calendar views.

Introduction to QuickBooks 2019

Learning QuickBooks is a great way for small business owners to gain control over the financial aspects of their business. This course will introduce you to QuickBooks 2019 and teach you the ins and outs of this widely-used accounting software.

Gale Courses offers a variety of highly-interactive, instructor led courses that you can take entirely online. Courses run for six weeks and new sessions begin June 12th and July 17th. Please note that some classes may require a separate software purchase. To sign-up or learn more: <https://alexlibraryva.org/online-learning>

The Testing and Education Reference Center from Gale will help you prepare for college, a new career, service in the military, and more.

Choose to: access full-length, time practice exams and courses; discover financial aid sources and funding tips; prepare for TOEFL and U.S. Citizenship tests; access expert resume building advice, examples and FAQs.

While you can access TERC using only your library card, you will need to create an account to see the resources.

<https://alexlibraryva.org/online-learning>

UPCOMING LIBRARY EVENTS

Explore Google

Charles E. Beatley, Jr. Central Library

Wednesday, June 19 10:00 am - 12:00 pm

Google is more than its search engine. Learn how you can harness some of its most popular applications.

<https://alexlibraryva.org/event/1899759>

Intro to WordPress

Ellen Coolidge Burke Branch Library

Friday, June 28 10:15 am - 11:30 am

Have you ever wanted to blog about your favorite books or food? Maybe you'd like to show off your photography? Learn how to set up a WordPress blog.

<https://alexlibraryva.org/event/1972385>

Library Digital Services 101

James M. Duncan, Jr. Branch Library

Tuesday, July 09 1:00pm - 3:00pm

Bring your tablet, laptop or other smart device and receive assistance in accessing the Library's Digital Services.

<https://alexlibraryva.org/event/1860169>

Personal Digital Archiving

Charles E. Beatley, Jr. Central Library

Wednesday, July 17 10:00 am - 12:00 pm

Digital information drives our economy and spurs our culture, but what happens if this information disappears? Your photos, documents, audio and video files require special care to keep them usable into the future.

<https://alexlibraryva.org/event/1899348>

Online Job Hunting—3 Different Sessions

The Internet has become an essential part of any job search.

Kate Waller Barrett Branch Library

Thursday, July 11 10:00am—12:00pm

<https://alexlibraryva.org/event/1918507>

Ellen Coolidge Burke Branch Library

Friday, July 19 10:15am-11:30am

<https://alexlibraryva.org/event/1972659>

James M. Duncan, Jr. Branch Library

Tuesday, July 23 1:00pm - 3:00pm

<https://alexlibraryva.org/event/1860168>

Internet Safety

Charles E. Beatley, Jr. Central Library

Wednesday, July 31 10:00 am - 12:00 pm

Staying safe online is essential in today's world. Learn Internet safety tips to keep yourself and your loved ones protected.

<https://alexlibraryva.org/event/1899749>

Judging Online Information

Charles E. Beatley, Jr. Central Library

Wednesday, August 14 10:00 am - 12:00 pm

Learn how to interpret and evaluate information online, whether you're reading an article, watching a video, or using social media.

<https://alexlibraryva.org/event/1899753>

Digital Research Skills

Charles E. Beatley, Jr. Central Library

Wednesday, August 28 10:00 am - 12:00 pm

Instead of turning to an Internet search engine for all of your information, there are other sources that can help you learn what you need to learn.

<https://alexlibraryva.org/event/1899755>

For more information on these classes, please contact Cara at 703.746.1733 or csonnier@alexlibraryva.org

For reasonable disability accommodation, contact jgregorio@alexlibraryva.org or call 703.746.1701, TTY 703.746.1790.

LIBRARY LOCATIONS

Charles E. Beatley, Jr. Central Library

5005 Duke St.
703.746.1702
<https://alexlibraryva.org/Beatley>

James M. Duncan, Jr. Branch

2501 Commonwealth Ave.
703.746.1705
<https://alexlibraryva.org/Duncan>

Kate Waller Barrett Branch

717 Queen St.
703.746.1703
<https://alexlibraryva.org/Barrett>

Ellen Coolidge Burke Branch

4701 Seminary Road
703.746.1704
<https://alexlibraryva.org/Burke>

Local History/Special Collections Branch

717 Queen St.
703.746.1706
<https://alexlibraryva.org/LHSC>

Law Library

520 King Street, Suite LL34
703-746.4077
<https://alexlibraryva.org/Law-Library>

Please refer to each location's webpage for hours, maps, and transit information.

Digital literacy builds on traditional forms of literacy, but focuses on building skills that allow individuals to improve their ability to find, evaluate, produce and communicate information on various digital platforms.

Short tutorials on the library's website will help empower you to be more comfortable with technology and allow you to learn at your own pace.

Learn about using a computer, using the internet, being safe online, the different mobile devices and operating systems as well as a buying guide for new technology.

Quick tutorials will also teach you about Microsoft Office products, using the cloud and creativity and design software.

For more information: <https://alexlibraryva.org/digital-literacy>