OCEAN COUNTY LIBRARY

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PRESS RELEASE

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June Tech Classes at Jackson Library

JACKSON – The Jackson Branch of the Ocean County Library will host several tech classes throughout the month of June.

- "Spotlight On: Microsoft Windows 10" 10 a.m. Monday, June 3. Become familiar with the features of this operating system.
- "Presenting Google Drive" 2 p.m. Tuesday, June 4. Learn to store and access files. An active Gmail account and password are required.
- "Microsoft Word Basics" 10 a.m. Wednesday, June 5. Learn to create and format a document. Mouse and keyboard skills are required.
- "Microsoft PowerPoint Basics" 2 p.m. Tuesday, June 11. Learn to create a PowerPoint presentation. Mouse and keyboard skills required.
- "iPad Basics" 2 p.m. Wednesday, June 12. Learn the basics of the iPad including navigating the user interface, downloading apps, and other essentials.
- "Microsoft Word 2" 2 p.m. Thursday, June 13. Learn to insert page numbers and other features. Experience with Microsoft Word is required.
- "Microsoft Excel Basics" 10 a.m. Monday, June 17. Learn to use a spreadsheet to organize and calculate data. Mouse and keyboard skills are required.

The branch is located at 2 Jackson Drive.

Registration is required for these free programs. To register, call the branch at 732-928-4400 or visit theoceancountylibrary.org/events.