



OCEAN COUNTY LIBRARY

Connecting People ... Building Community...Transforming Lives

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Susan Quinn, Director

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PRESS RELEASE

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November Tech Classes at Jackson Library

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

- “Presenting Google Drive” 10 a.m. Thursday, Nov. 1. Learn to take your files and folders anywhere. Topics will include uploading files and folders, organizing your documents, sharing files, and more. Participants must have a working Gmail account and know their passwords.
- “Microsoft Word Basics” 10 a.m. Wednesday, Nov. 7. Learn how to create and format a document. Topics will include writing text, changing the size and color of words, printing, and more. Participants should have mouse and keyboard skills.
- “Microsoft PowerPoint Basics” 10 a.m. Friday, Nov. 9. Learn the basics of creating an eye-catching and informative presentation. Participants should have mouse and keyboard skills.
- “Spotlight On: Windows 10” 2 p.m. Tuesday, Nov. 13. Become comfortable using the features of the operating system. This class will be taught in the library’s computer lab using the library’s computers. Those with their own Windows 10 laptop may also call the branch to schedule a librarian-by-appointment session.
- “LinkedIn 101” 2 p.m. Thursday, Nov. 15. Learn the basics of using LinkedIn. Find out how to register and build a profile, job search, network, and modify privacy and settings on the site. This program is funded by the New Jersey Department of Labor and Workforce Development Career Connections grant.
- “Movie Magic: Streaming Movies How-To” 2 p.m. Tuesday, Nov. 27. Learn to use the library’s free streaming movie services: Kanopy, Hoopla, and Access Video on Demand. Movie trivia and giveaways will be included. Participants must bring their Ocean County Library card and have an email account which they can access. Ages 18+.

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.