

Senior Center Tech Classes

Summer 2017

Conducted by the Arlington Heights Memorial Library
 Held at the Arlington Heights Senior Center
 1801 W. Central Rd. Arlington Heights

In-person **Summer Registration** will be held on Monday, **June 19**, from **9–11 a.m.** at the Arlington Heights Senior Center. Numbers are distributed when the Senior Center opens at 8:30. Phone and online registration begins at **9 a.m.** Call 847-392-0100 or go to **ahml.info** for additional information or to register.

Email 1

Prerequisite:				Instructor	Coach
Intro to Computers or mouse & keyboard skills					
A . July 19, 26	Wednesdays	9-12	Fred Masek	TBD	
B . August 7, 14	Mondays	9-12	Anne Mura	Mary Jo Henegan	
C . September 7, 14	Thursday	9-12	Fred Masek	Donna Bohne	

Email 2

Prerequisite:				Instructor	Coach
Windows 10 Essentials and Email 1 or email experience					
A . August 2	Wednesday	9-12	Anne Mura	Donna Bohne	
B . August 15	Tuesday	9-12	Fred Masek	Terry Gavin	
C . September 27	Wednesday	9-12	Anne Mura	Donna Bohne	

Google Calendar

Prerequisite:				Instructor	Coach
Email 1 or mouse & keyboard skills					
A . August 4	Friday	9-12	Ed Michalski	Mary Jo Henegan	

Internet

Prerequisite:				Instructor	Coach
Intro to Computers or mouse & keyboards skills					
A . July 10, 17	Mondays	9-12	Paul Kochendorfer	Anne Mura	
B . August 3, 10	Thursdays	9-12	Fred Masek	Donna Bohne	
C . September 1, 8	Fridays	9-12	Ed Michalski	Terry Gavin	

Intro to Computers

Prerequisite:				Instructor	Coach
None					
A . July 5, 12	Wednesdays	9-12	Rich Fabits	TBD	
B . August 23, 30	Wednesdays	9-12	Fred Masek	Donna Bohne	
C . September 15, 22	Fridays	9-12	Rich Fabits	Terry Gavin	

Investment Fund Selection

Prerequisite:				Instructor	Coach
Internet					
A . July 21	Friday	9-12	Jack Muldoon	Terry Gavin	
B . September 6	Wednesday	9-12	Jack Muldoon	Donna Bohne	

Please see additional listings on the reverse side

iPad / iPhone Basics

Prerequisite:				Instructor	Coach
A .	July 7, 14	Fridays	9-12	Ed Michalski	Anne Mura
B .	July 24, 31	Mondays	9-12	Rich Fabits	Mary Jo Henegan
C .	August 22, 29	Tuesdays	9-12	Ed Michalski	Terry Gavin

iPad / iPhone Beyond Basics

Prerequisite:				Instructor	Coach
A .	July 20, 27	Thursdays	9-12	Rose Osebold	TBD
B .	August 9, 16	Wednesdays	9-12	Paul Kochendorfer	Anne Mura
C .	September 5, 12	Tuesdays	9-12	Rose Osebold	Terry Gavin

iPad & iPhone Photos

Prerequisite:				Instructor	Coach
A .	August 21	Monday	9-12	Paul Kochendorfer	Terry Gavin
B .	September 19	Tuesday	9-12	Rose Osebold	Donna Bohne

iTunes

Prerequisite:				Instructor	Coach
	Windows 10 Essentials or experienced Windows user				
A .	September 21	Thursday	9-12	Rose Osebold	Ed Michalski

Navigating Finance

Prerequisite:				Instructor	Coach
A .	July 18	Tuesday	9-12	Rose Osebold	Terry Gavin
B .	August 17	Thursday	9-12	Rose Osebold	Ed Michalski
C .	September 25	Monday	9-12	Rose Osebold	Terry Gavin

Stock Research & Selection

Prerequisite:				Instructor	Coach
	Navigating Finance and prior investment experience				
A .	August 24, 31	Thursdays	9-12	Jack Muldoon	Donna Bohne
B .	September 13, 20	Wednesdays	9-12	Jack Muldoon	Terry Gavin

Windows 10 Essentials

Prerequisite:				Instructor	Coach
	Intro to Computers or mouse & keyboard skills				
A .	July 6, 13	Thursdays	9-12	Ed Michalski	Terry Gavin
B .	July 25, August 1	Tuesdays	9-12	Paul Kochendorfer	TBD
C .	August 11, 18	Fridays	9-12	Rich Fabits	Mary Jo Henegan
D .	September 11, 18	Mondays	9-12	Paul Kochendorfer	Anne Mura

Senior Center Tech Classes

Summer 2017

Conducted by the Arlington Heights Memorial Library
Held at the Arlington Heights Senior Center
1801 W. Central Rd. Arlington Heights

In-person **Summer Registration** will be held on Monday, **June 19**, from **9–11 a.m.** at the Arlington Heights Senior Center. Numbers are distributed when the Senior Center opens at 8:30. Phone and online registration begins at **9 a.m.** Call 847-392-0100 or go to **ahml.info** for additional information or to register.

Email 1

Prerequisite: Introduction to Computers or mouse & keyboard skills

Learn the basics of sending and receiving email using Google's free email software. In this two-day class designed especially for beginning email users, you will practice sending and receiving messages, add your friends and relatives as contacts, and view attachments.

Email 2

Prerequisites: Windows 10 Essentials and Email 1 or email experience

In this one session class, learn how to organize your mail, save, and send attachments such as pictures and files.

Google Calendar

Prerequisite: Email 1 or Gmail experience

Use Google's free Calendar to organize your schedule. Add stand-alone and recurring appointments and get daily email reminders. Share your schedule with family or friends.

Internet

Prerequisite: Intro to Computers or mouse & keyboard skills

A two-session class designed for internet users. Use Google's Chrome browser to navigate web sites, search for information, print, and incorporate safe internet practices.

Intro to Computers

Prerequisite: None

A two-session class for beginning students. This class uses the Windows 10 operating system but is suitable for any beginner using a PC. Learn to use the correct terminology, develop basic mouse skills, play a game, get a taste of the internet, and create your first word processing document.

Investment Fund Selection

Prerequisite: Internet

In this one-session demo class you will learn how screening software can be used to make informed decisions about fund purchases. Now includes closed-end and exchange traded funds (ETF) as well as mutual funds.

iPad/iPhone Basics

Prerequisite: None, but Internet helpful

In this two-session class, get hands on experience setting up and using an iPad or comparable tablet. Get helpful tips for using standard iPad apps like Mail and Safari. You do not need to own an iPad to take this class, but can bring your own device to use the second week of class.

iPad/iPhone: Beyond Basics

Prerequisite: iPad Basics or experienced user

In this two-session class, get hands on experience using FaceTime and iMessage to easily communicate with other Apple users. Take notes, use maps, and read books. Customize your iPad settings and use voice commands to operate your iPad or iPhone.

iPad & iPhone Photos

Prerequisite: iPad Basics or experienced iPhone / iPad user

Learn to take and edit photos using your iPad or iPhone. Organize your photos in albums and share with friends and family. You can bring your own iPhone or iPad to class.

iTunes

Prerequisite: Managing Your Desktop & Files or experienced Windows user

Learn to share your photos, music, audiobooks and videos between your Windows PC and your iPad, iPhone, or iPod using Apple's free iTunes software on your PC.

Navigating Finance

Prerequisite: Internet

Learn how Finviz.com can help you look up and track information about your investments online.

Windows 10 Essentials

Prerequisite: Intro to Computers or mouse & keyboard skills

Two sessions designed for students to expand their knowledge of operating in a Windows 10 environment. This class will help you learn how to find and run programs on your computer and take advantage of new Windows features to find, copy, download, and properly organize your files. This course is structured for those new to Windows as well as experienced users upgrading to Windows 10.

Stock Research & Selection

Prerequisite: Navigating Finance and prior investment experience

This two-session class assists you in using internet tools and databases to research and select investments. This is an updated version of our class previously offered as *Your Stock Portfolio on the Internet*.