



May 2019

NRPL Computer Classes, Help & Learning Center

Job Search Coaching

Tuesdays, 4:45 pm – 7:45 pm

A trained job search coach assists individuals looking for a new or improved job by helping with writing resumes and cover letters, identifying suitable jobs, completing online job applications, searching for jobs on the Internet, networking, honing interview skills and completing follow ups. Drop-in. Second Floor Conference Room.

High School Diploma Equivalency Diploma Help

Orientation Session on Saturdays, May 4 and June 1

10:30 am - 12:00 pm

Trained instructors explain the options available for getting a high school equivalency diploma and prepare adult learners to reach their goals. Referral to local programs, as well as assessment to identify starting points, and free one-to-one tutoring are among the next steps. If you cannot attend an orientation at this location, please email Amy Gonzalez at agonzalez@wlsmail.org for additional options.

Drop in. 2nd Floor Meeting Room

Ayuda de Equivalencia de Diploma de Escuela Secundaria. Sesión de orientación los sábados, 4 de mayo y 1 de junio, 10:30 am - 12:00 pm (sesión en inglés) Los instructores entrenados explican las opciones disponibles para obtener un diploma de equivalencia de la escuela secundaria y preparan a los estudiantes adultos para alcanzar sus metas. La referencia a los programas locales, así como la evaluación para identificar los puntos de partida, y la tutoría gratuita de uno-a-uno, se encuentran entre los siguientes pasos. Si no puede asistir a una orientación en este lugar, por favor email Amy Gonzalez, agonzalez@wlsmail.org. En la sala de reuniones en el segundo piso.

Senior Benefits Information Center

Fridays, 10:00 am – 1:00 pm

Trained counselors help those 60 and older understand and manage Medicare health insurance and access related services to which they are entitled such as food stamps, weatherization and heating assistance, home repair, and caregiver support. Drop-in. 2nd Floor Conference Room.

English Lessons for Advanced ESL Students

Mondays, 9:00 am – 11:00 am with Janice Agatston, in the 2nd Floor Meeting Room

Wednesdays, 10:00 am – 11:30 am

with Judy Pinals, in the 2nd Floor Meeting Room

Tuesdays and Thursdays, 9:30 am – 11:00 am

with Françoise Shein, in the 2nd Floor Meeting Room

Tuesdays and Thursdays 1:00 pm – 2:30 pm

with Kate Maria, in the 2nd Floor Meeting Room

Improve your English reading, writing, grammar and speaking skills in a casual and fun conversation learning circle with trained volunteers. Classes do not meet during school vacation days. Drop-in.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Key T- Theater MR- Meeting Room 2FL - Second Floor Conference Room (Help Center) 3CL-Third Floor Computer Lab CG -Community Gallery	Main Library Hours Mondays, Tuesdays & Thursdays 9:00 am to 8:00 pm Wednesdays 10:00 am to 6:00 pm Fridays 9:00 am to 5:00 pm		Saturdays 9:00 am to 5:00 pm Sundays 1:00 pm to 5:00 pm	1 10:00 am – 12:00 noon Fundamentals of Microsoft Word (3CL) 10:00 am - 6:00 pm Healthcare Navigator (2FL) 2:00 pm - 4:00 pm W.R.O. Housing Help (Lobby)	2 10:00 am – 11:30 am Computer Basics 1: Getting Started (3CL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 5:30 pm – 7:30 pm One on One Assistance (2FL)	3 10:00 am – 1:00 pm Senior Benefits Information Center (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)	4 10:00 am – 12:00 pm One on One Assistance (2FL) 10:30 am - 12:00 pm High School Equivalency Diploma Help (2FL/MR) 2:00 pm – 4:00 pm One on One Assistance (2FL)
5	6 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 6:00 pm – 7:30 pm Create your own Flyers or Postcards (3CL)	7 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 4:45 pm – 7:45 pm Job Search Coach (2FL) 5:00 pm – 6:30 pm Introduction to Microsoft Word (3CL)	8 10:00 am – 12:00 noon Fundamentals of Microsoft Word (3CL) 10:00 am - 6:00 pm Healthcare Navigator (2FL) 3:00 pm - 4:30 pm 3D Printing Hands-On (2FL)	9 10:00 am – 11:30 am Computer Basics 2: Explore the Internet (3CL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 5:30 pm – 7:30 pm One on One Assistance (2FL) 6:00 pm – 8:00 pm Mobile Device Apps: How do they work?(3CL)	10 10:00 am – 11:30 am Social Media 101 (3CL) 10:00 am – 1:00 pm Senior Benefits Information Center (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)	11	
12 Libraries Closed Mother's Day	13 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)	14 10:00 am – 12:00 pm One on One Assistance (2FL) 1:00 pm – 3:00 pm Free Legal Assistance (L) 2:00 pm – 4:00 pm One on One Assistance (2FL) 4:45 pm – 7:45 pm Job Search Coach (2FL) 5:00 pm – 6:30 pm Introduccion al uso de Microsoft Word (3CL)	15 10:00 am – 12:00 noon Fundamentals of Microsoft Word (3CL) 10:00 am – 12:00 noon Help with P.C.s and Tech (CG) 10:00 am - 6:00 pm Healthcare Navigator (2FL)	16 10:00 am – 11:30 am Computer Basics 3: Email (3CL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 5:30 pm – 7:30 pm One on One Assistance (2FL)	17 10:00 am – 1:00 pm Senior Benefits Information Center (2FL) 10:00 am – 12:00 pm How to Scan Documents & Upload Photos (3CL) 2:00 pm – 4:00 pm One on One Assistance (2FL)	18 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)	
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26 Libraries Closed Memorial Day	27 Libraries Closed Memorial Day	28 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 4:45 pm – 7:45 pm Job Search Coach (2FL) 5:00 pm – 6:30 pm Introduccion al uso de Microsoft Word (3CL)	29 10:00 am – 12:00 noon Fundamentals of Microsoft Excel (3CL) 10:00 am - 6:00 pm Healthcare Navigator (2FL)	30 10:00 am – 11:30 am eBooks Made Easy (3CL) 2:00 pm – 4:00 pm One on One Assistance (2FL) 5:30 pm – 7:30 pm One on One Assistance (2FL)	31 10:00 am – 1:00 pm Senior Benefits Information Center (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)		

Key
2FL: Help Center in Second Floor Conference Room
2FLMR: Second Floor Meeting Room
3CL: Computer Lab on Third Floor
3FL Bliss: Bliss Music Center on the Third Floor
CG: Community Gallery

For English as a Second Language classes offered by Westchester Community College at NRPL please see WCC flyer or call (914) 606-5656



June 2019

NRPL Computer Classes, Help & Learning Center

Health Care Navigators

Wednesdays, 10:00 am – 6:00 pm

Receive one-on-one assistance with open enrollment to purchase, change or renew coverage in a qualified health plan; enroll or renew coverage in Medicaid and Child Health plus; and enroll in the new Essential Plan for lower-income New Yorkers with assistance from a Health Navigator from the Westchester County Department of Health. Appointments are recommended, call: (914) 995-6350. 2nd Floor HELP Center.

Free Legal Assistance by Pace Women's Justice Center

1:00 pm - 3:00 pm - May 14

9:00 am - 11:00 am - June 11

Attorneys from the Pace Women's Justice Center offer free information and assistance to seniors on such issues as staying safe, avoiding financial scams, avoiding harassment and abuse, filling out health care proxies, and other legal matters. In addition, information and assistance on domestic violence and family matters will also be provided. The Pace Women's Justice is one of the largest legal services providers in Westchester County, specializing in domestic violence and elder abuse, and serving over 2,500 clients each year. Bi-lingual assistance available. Drop-in. Library Lobby.

Housing Help from Westchester Residential Opportunities

Wednesdays, May 1 and June 5, 2:00 pm – 4:00 pm

Information, one-on-one assistance and referrals are available from a trained advisor from Westchester Residential Opportunities (WRO) in these areas: Affordable housing opportunities in Westchester, Fair Housing, Mortgage Default, Senior Housing, Eviction Prevention, First Time and Home Buying. Drop-in, Lobby. WRO is a 50-year-old nonprofit agency offering housing services to area residents, free of charge.

One-on-One Assistance

Mondays, Tuesdays, and the third Saturdays of each month 10:00 am – 12:00 pm and 2:00 pm – 4:00 pm
Thursdays, 2:00 pm – 4:00 pm and 5:30 pm – 7:30 pm
Fridays, 2:00 pm – 4:00 pm

A librarian is in the Help & Learning Center on the 2nd Floor, ready to help you with completing with on-line applications, finding social services, setting up an email account, connecting to community resources, and much more. Free. Drop in.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Key T- Theater MR- Meeting Room 2F - Second Floor Conference Room (Help Center) 3CL- Third Floor Computer Lab LL- Lower Level	Main Library Hours Mondays, Tuesdays & Thursdays 9:00 am to 8:00 pm Wednesdays 10:00 am to 6:00 pm Fridays 9:00 am to 5:00 pm		Saturdays 9:00 am to 5:00 pm Sundays 1:00 pm to 5:00 pm			1 10:30 am - 12:00 pm High School Diploma Equivalency Orientation (2FL/MR) 10:00 am – 12:00 pm One on One Assistance (2FL) 2:00 pm – 4:00 pm One on One Assistance (2FL)
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NRPL Help Calendar May - June 2019

Computer Classes, Job Search, Social Services

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Free Legal Assistance by Pace Women's Justice Center

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Improve your English reading, writing, grammar and speaking skills in a casual and fun conversation learning circle with trained volunteers. Classes do not meet during school vacation days. Drop-in.

Computer Classes May - June 2019

All Computer classes are free, but registration is required. Call 813 - 3737 or stop by the Reference Desk on the 2nd floor to register.

Todas las clases de computación son gratuitas pero es necesaria la inscripción.

Llame al 813 - 3737 o visite el Mostrador de Referencia en el segundo piso para inscribirse.

Computer Basics 1: Getting Started (3CL)

Learn the parts of a computer, the basics of using a computer and how to run programs. You'll get practice using a mouse and keyboard and learn how to navigate within Windows through hands-on practice and exercises. (No previous knowledge of computers is required.)

Thursday, May 2 10:00 am - 11:30 am

Thursday, June 13 1:30 pm - 3:00 pm

Computer Basics 2: Explore the Internet (3CL)

Learn about the Internet and the World Wide Web; learn how to use a browser to access the internet and use Google to find information on the internet. (Basic Computer class or some knowledge of computers required.)

Thursday, May 9 10:00 am - 11:30 am

Thursday, June 20 10:00 am - 11:30 am

Computer Basics 3: Email (3CL)

Learn how to open an email account, read and send messages, and attach and download files using Gmail. Participants may also receive help signing up for a Gmail account at the end of class. (Basic Computer class or some knowledge of computers required.)

Thursday, May 16 10:00 am - 11:30 am

Thursday, June 27 10:00 am - 11:30 am

Social Media 101 (3CL)

Confused by the world of Tweets and blogs? Not sure if you should have a LinkedIn account when you already use Facebook? Interested in using social media but a little apprehensive? Social Media 101 is the class for you. Discover how to stay in contact with friends and family online and how to be informed in the 21st Century. Learn how to protect your privacy while having an online presence. Understand what social media is and how it works while sampling an overview of social media sites.

Friday, May 10 10:00 am - 11:30 am

Friday, June 14 10:00 am - 11:30 am

How to Scan Documents & Upload Photos (3CL)

Learn how to scan photos or images, change resolution and size of photos, how to select a file format, and save images to a disk. An understanding of Windows and keyboard and mouse use is required.

Friday, May 17 10:00 am - 12:00 noon

Friday, June 21 10:00 am - 12:00 noon

eBooks Made Easy (3CL)

Did you know you can read eBooks, listen to audiobooks, and even watch movies on your smartphone, tablet, or computer, all for FREE with your library card? In this hands-on session you will learn how to set up your device, choose and download materials, place digital holds on popular items, and more. Bring your own device (smartphone, tablet, or laptop) if you have one, or explore our eBooks website using a library computer.

Thursday, May 30 10:00 am - 11:30 am

Mobile Device Apps: How do they work? (3CL)

Learn how to install apps on your mobile device as well as tips and tricks to ensure you're getting the most out of your smartphone.

Thursday, May 9 6:00 pm - 8:00 pm

Thursday, June 20 6:00 pm - 8:00 pm

Online Storage Basics: Access your files from anywhere (3CL)

Explore the cloud and find out what online storage can do for you. Google Drive is the primary site we'll explore, but the class also provides some basic information relating to several other prominent storage sites. Prerequisite: Internet Basics or previous Internet experience.

Thursday, May 23 6:00 pm - 8:00 pm

Create your own Flyers or Postcards (2FL)

Create your own flyers or postcards using Microsoft Publisher.

Monday, May 6 6:00 pm - 7:30 pm

Fundamentals of Microsoft Word (3CL)

Learn how to create a simple document, edit and format text, correct spelling, adjust margins, save, print and open files in Microsoft Word. This is a four-session, hands-on class for new users. Participants must attend all sessions. An understanding of Windows and keyboard and mouse use is required. Registration is limited.

Wednesday, May 1 10:00 am - 12:00 noon

Wednesday, May 8 10:00 am - 12:00 noon

Wednesday, May 15 10:00 am - 12:00 noon

Wednesday, May 22 10:00 am - 12:00 noon

Fundamentals of Microsoft Excel (3CL)

Learn to create, edit and format a simple spreadsheet, perform calculations, save, print and open files in Microsoft Excel. This is a four-session, hands-on class for new users. Participants must attend all sessions. An understanding of Windows and keyboard and mouse use is required. Registration is limited.

Wednesday, May 29 10:00 am - 12:00 noon

Wednesday, June 5 10:00 am - 12:00 noon

Wednesday, June 12 10:00 am - 12:00 noon

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

Introduction to Microsoft Word (3CL)

Learn how to create a simple document, edit and format text, correct spelling, adjust margins, save, print and open files in Microsoft Word.

Tuesday, May 7 5:00 pm - 6:30 pm

Tuesday, May 21 5:00 pm - 6:30 pm

Tuesday, June 4 5:00 pm - 6:30 pm

Tuesday, June 18 5:00 pm - 6:30 pm

Introduccion al Uso de Microsoft Word (3CL)

Aprender a crear un documento sencillo, editar y dar formato al texto, corregir la ortografía, ajustar los márgenes.

Tuesday, May 14 5:00 pm - 6:30 pm

Tuesday, May 28 5:00 pm - 6:30 pm

Tuesday, June 11 5:00 pm - 6:30 pm

Tuesday, June 25 5:00 pm - 6:30 pm

Help with P.C.s & Technology Drop in (Community Gallery)

Drop-in Session: Ask a computer PC question (you can even bring in your laptop, iPad, Kindle or Nook); Receive hands-on instruction on downloading Free eBooks and audiobooks, instructions on searching through the library's downloadable collection and checking one out; and more.

Wednesday, May 15 10:00 am - 12:00 noon

Saturday, May 25 10:00 am - 12:00 noon

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

3D Printing Hands On (2FL)

In this 2 hour session you will learn to use a 3D printer and create parts using 3D design software on MAC PC's. Students get to take home a printed sample. NOTE: Some experience with computers is necessary / Limited Seating / PRE-REGISTRATION REQUIRED (813-3737)

Wednesday, May 8 3:00 pm - 4:30 pm

Saturday, May 25 10:00 am - 11:30 am

Wednesday, June 12 3:00 pm - 4:30 pm

Saturday, June 29 10:00 am - 11:30 am