

FREE COMPUTER CLASSES

at Jefferson County Public Library

NOVEMBER 2025



ALL COMPUTER CLASSES ARE FREE.

Registration is required. Register at the Library, [MyJCPL mobile app](#), [jeffcolibrary.org](#) or 303.235.5275. Classes with fewer than four registrations may be canceled.

When you register online, click Events > Technology Classes, then select a class. Most classes run 90 minutes.

JOB SEARCHING

Columbine

Tuesday, Nov. 4 6 - 7:30 P.M.

Level up your job search skills! Whether you're actively looking or just considering making a change, unlock your potential with free resources offered by your library and the USA government. Don't miss this opportunity to boost your career! **Prerequisite:** Basic computer and Internet skills, including using a browser. A library card is required to access some resources.

COMPUTER BASICS

Columbine

Wednesday, Nov. 5 10 - 11:30 A.M.

Learn the parts of the computer. Use a mouse and keyboard as you understand the basics of navigating Microsoft Windows. **Prerequisites:** None.

CYBERSECURITY AWARENESS

Evergreen

Thursday, Nov. 6 1 - 2:30 P.M.

Stay safe on the Internet and protect yourself from cybercriminals. **Prerequisites:** Basic computer skills, including using a mouse and keyboard.

NAVIGATING THE CHANGING SOCIAL MEDIA LANDSCAPE

Evergreen

Friday, Nov. 7 1 - 2:30 P.M.

Get social in this friendly introduction to social media! We'll look at a few popular social media websites, such as Facebook, Instagram, LinkedIn, Reddit, and Tik Tok. Get in touch with family, friends, and other contacts! **Prerequisites:** Basic computer and internet skills and your own email address – bring your password!

DATA PRIVACY

Standley Lake

Sunday, Nov. 8 1 - 2:30 P.M.

Are you concerned about where your data is going, but don't know where to start? Come join us to learn about cookies, digital fingerprinting, privacy best practices, and more! **Recommended:** Ability to use a keyboard and mouse. Previous familiarity with cybersecurity or taking the cybersecurity awareness class first would be helpful but is not required.

INTRODUCTION TO THE INTERNET

Standley Lake

Monday, Nov. 10 1 - 2:30 P.M.

Learn how to use the Internet. **Prerequisites:** Basic computer skills, including using a mouse and keyboard.

LIBRARY RESOURCES

Arvada

Wednesday, Nov. 12 1 - 2:30 P.M.

Did you know the library has streaming services? Ever wondered about how to download an audiobook? Interested in doing research on genealogy or local history? Whether you're new to Jefferson County Public Library or a long time patron, please join us and learn about the wealth of resources your library card gives you! **Prerequisite:** a library card for access to resources. Drop by the front desk if you'd like to make one for free!



Jefferson County
PUBLIC LIBRARY

BEYOND GARAGE SALES: CRAIGSLIST, FACEBOOK MARKETPLACE, AND NEXTDOOR FOR SELLERS

Arvada

Thursday, Nov. 13 1 - 2:30 P.M.

Are you looking to sell things online, but don't want to deal with shipping? Hoping to get rid of what you couldn't at a garage sale? Look no further! Come join us in learning how to use Craigslist, Facebook Marketplace, and Nextdoor to sell to members of your wider community. **Prerequisites:** Basic computer and internet skills and your own email address – bring your password!

GETTING SMARTER WITH YOUR SMART DEVICE: IPHONE/IPAD

Lakewood

Friday, Nov. 14 1 - 2:30 P.M.

Learn the parts of an iPhone or iPad, practice touch screen and keyboarding basics, customize your home screen apps and folders; arrange your dock, understand the status bar and control center, manage settings, switch wallpaper, use the camera, search on Safari, use email, set reminders, and learn the Notes app. Bring your own iPhone or iPad or use one of ours. **Prerequisites:** None.

MICROSOFT EXCEL: BASICS

Golden

Monday, Nov. 17 1 - 2:30 P.M.

Create a simple spreadsheet by entering, editing and formatting data; creating and editing basic mathematical functions and formulas, using absolute and relative cell references and naming sheets and ranges of cells.

Prerequisites: Intermediate computer skills including using a mouse, keyboard and Microsoft Word.

MICROSOFT EXCEL: BEYOND THE BASICS

Belmar

Tuesday, Nov. 18 1 - 2:30 P.M.

Take your Excel skills to the next level! Peruse and edit templates, explore charts and graphs, sort and filter data, find and replace data, enter complex formulas and functions, create pivot tables, and utilize advanced formatting features. **Prerequisites:** Intermediate computer skills including using a mouse, keyboard and Basic Microsoft Excel skills.

MICROSOFT WORD: BASICS

Belmar

Wednesday, Nov. 19 1 - 2:30 P.M.

Practice the fundamentals of creating documents in Microsoft Word, including editing and formatting text and opening and saving documents. **Prerequisites:** Basic computer and Internet skills, including using a mouse and keyboard

MICROSOFT WORD: BEYOND THE BASICS

Golden

Thursday, Nov. 20 1 - 2:30 P.M.

Format text with highlighting and text effects, indents, text alignment, section breaks, headers & footers, page numbering, and columns. **Prerequisites:** Basic computer and Microsoft Word skills.

GETTING SMARTER WITH YOUR SMART DEVICE: ANDROID

Lakewood

Friday, Nov. 21 1 - 2:30 P.M.

Learn the parts of your Android phone or tablet, practice touch screen and keyboarding basics, explore your home screen apps, arrange your dock, access settings, use the camera, search the internet, use email, and learn the Notes app. Bring your own Android phone or tablet or use one of our Samsung Galaxy tablets. **Prerequisites:** None.

 **HAPPY**
Thanksgiving