

# Computer Skill Building

## BOOKS at Muskego Public Library

**Apple computing for seniors: in easy steps**, Vandome, Nick. (2016) **004.165 A648V 2016**

**Computer basics: absolute beginner's guide: Windows 10**. Miller, Michael. (2016) **004.16 M649**

**Computer basics: Windows 10 edition**, Miller, Michael. (2020) **004.16 M649 2020**

**iPad for dummies**, Baig, Edward C. (2017) **004.1675 IP64B 2017**

**iPad for seniors for dummies**, Spivey, Dwight (2020) **004.1675 IP64S 2020**

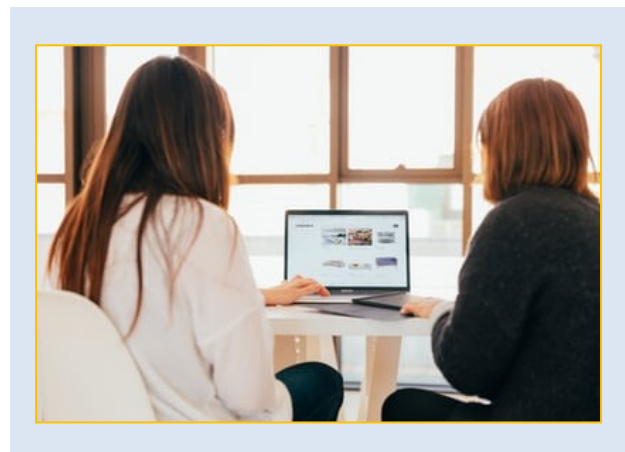
**Macs for seniors for dummies**, Chambers, Mark L. (2017) **004.165 A648CS 2016**

**My iPad**, Rosenzweig, Gary. (2018) **004.1675 IP64R 2018**

**My iPad for seniors**, Miller, Michael. (2020) **004.1675 IP64M 2020**

**My Windows 10 tablet**, Cheshire, Jim. (2016) **004.1675 WT765C**

**Teach yourself visually Office 2016**, Marmel, Elaine J. (2016) **005.5 O16M**



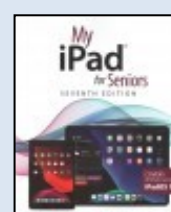
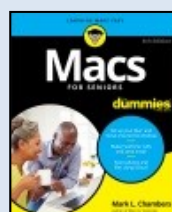
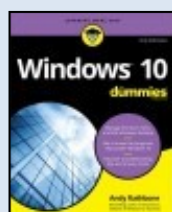
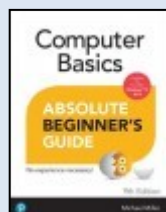
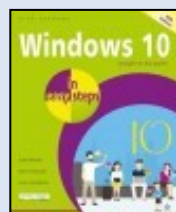
**Teach yourself visually Windows 10**, McFedries, Paul. (2020) **005.446 W10765M 2020**

**Tech tips for seniors, Volume 2.0.**, Allen, Jeffrey. (2019) **LARGE PRINT 004.0846 A427**

**Windows 10 all-in-one for dummies**, Leonhard, Woody. (2016) **005.446 W10765**

**Windows 10 for dummies**, Rathbone, Andy. (2018) **005.446 W10R**

**Windows 10 in easy steps**, Vandome, Nick. (2018) **005.446 W765V10**



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## eBOOKS



To find library ebooks, visit the  
Wisconsin Public Library Consortium's website:

[wplc.overdrive.com](http://wplc.overdrive.com)

iPad For Seniors For Dummies 2018 *Dwight Spivey* ebook

Windows 10 for Beginners Magazine 2017

iPad For Dummies 2017 *Bob LeVitus* ebook

Office 2016 For Dummies 2016 *Wallace Wang* ebook

## COMMUNITY RESOURCES



### Computer Literacy

- Acquire new skills / Sharpen existing skills
- Learn at your own pace - Tutorial software available
- WCTC Instructors are always available to help!!

**Open Lab** 9:00am to Noon Monday and Thursday  
1:00pm to 4:00pm Tuesday and Wednesday

*Come in anytime during the listed days and times to learn*

**Call 262-691-5578 to register for class**  
Course #23072 \$4.50 fee per semester

## MUSKEGO PUBLIC LIBRARY DATABASES



Access HelpNow through the Muskego Public Library website by selecting the eResources tab on the home page, then click on the Help Now icon.

Library card holders can enter their library CAFÉ card number on the home page, then select the Skill Surfer option from the Expert Help category. Click on Computers and Technology to access beginner, intermediate or advanced level information on Microsoft's Word, Excel, PowerPoint and Outlook programs.



Access Gale Courses through the Muskego Public Library website by selecting the eResources tab on the home page, then click on the Gale courses icon.

Library card holders can take these courses at no cost. Courses run for six weeks and new sessions begin every month. Choose from many classes, including :

- *Computer Skills for the Workplace*
- *Keyboarding*
- *Introduction to Windows 10*