



**Hours:**

Monday —Thursday 10am - 7:45pm  
Friday — 10am - 4:45pm  
Saturday — 10am - 3:45pm

*(Closed on Saturdays in July and August)*

Call 856-825-7087 or check our website throughout the year for announcements regarding holiday & weather related closings.

[www.millvillepubliclibrary.org](http://www.millvillepubliclibrary.org)



Classes offered include:

- Mouse and Keyboard Basics
- Microsoft© Word 2010 Basics
- Email Basics
- Basic Internet Use
- Resume Writing
- Job Interview Techniques



Millville Public Library

210 Buck Street

Millville, New Jersey 08332

Phone: 856-825-7087, ext. 12



Find more resources on the library homepage.

Use the "Free Resources" tab!

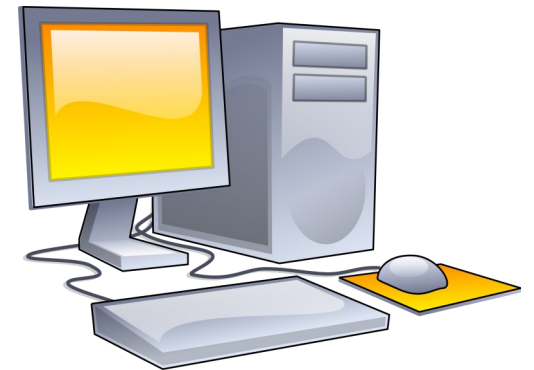
[www.millvillepubliclibrary.org](http://www.millvillepubliclibrary.org)

**Beginning Computer Classes**

**-&-**

**Resume/Job Interview Appointments**

**2018**



**MAY**

**-&-**

**JUNE**

### Mouse and Keyboard Basics:

A class covering the beginning skills needed to interact with a computer.  
(Classes are limited to 8 people.)

Mon., May 7, 2018 12:30-3pm

Mon., June 4, 2018 12:30-3pm



### Microsoft® Word 2010 Basics:

Learn the fundamentals of creating documents.

(Classes are limited to 8 people.)

Mon., May 7, 2018 5:30-8pm

Mon., June 4, 2018 5:30-8pm

### Basic Internet Use:

Training the basic use of the internet.  
(Classes are limited to 8 people.)

Mon., May 14, 2018 5:30-8pm

Mon., June 11, 2018 5:30-8pm

### Email Basics:

A class on the basics of using email and email etiquette.

(Classes are limited to 8 people.)

Mon., May 21, 2018 5:30-8pm

Mon., June 18, 2018 5:30-8pm

**Please register at the  
Reference Desk of the  
Millville Public Library  
210 Buck Street, Millville**

**-or call-**

**856-825-7087, ext. 12.**

**[www.millvillepubliclibrary.org](http://www.millvillepubliclibrary.org)**

**no prior  
experience  
needed**

### One-on-One Resume and Job Interviewing Help:

One-hour appointments covering the basics of resume writing and job interview tips. Each appointment is one hour & limited to 1 person.

Waiting lists are available.

(Hands-on computer help for resume writing can be included or scheduled later if needed.)



### MONDAYS

May 14, 2018: 1pm

May 14, 2018: 2pm

June 11, 2018: 1pm

June 11, 2018: 2pm

April 16, 2018: 1pm

April 16, 2018: 2pm

April 23, 2018: 1pm

April 23, 2018: 2pm