

Programming Assistance Provided by MVLS

Technology Classes for Adults- One hour

Technology classes can be offered to the public in a train-the-trainer model, using co-presenters, or if staffing will not allow for this, a trainer will conduct the class that otherwise would not be possible to offer to your community.

Hands-on Classes – 6 laptops available

Digital Literacy Series

- **Computer Basics** - A very basic course demonstrating computer fundamentals, terminology, use of the mouse and generally working in the Microsoft Windows operating system environment
- **Internet Basics** - Learn basic web terminology, navigation skills and tips to use Google Chrome. Learn how to save bookmarks (favorites) and more!
- **Word Basics** - Covers the basics of creating and manipulating simple documents. Includes highlighting text, formatting and saving.

Microsoft Office/Google Drive

- **Customized basic/intermediate Word and basic/intermediate Excel are available.**
- **PowerPoint for Beginners** - Create a PowerPoint presentation start to finish. Add images and animation.
- **Google Drive** - Google Drive is more than cloud storage. It also offers free access to word processing, spreadsheets, presentations, and surveys. Learn about all the possibilities available. A Gmail account is required for full participation.

Smartphones

- **Smartphone Savvy – Android** - Get to know and love your Android smartphone! Learn the basics about navigation, apps, settings, and general use. Whether you use your phone for calls, text messages, email or searching on the internet, there is something here for everyone. Gain confidence as we explore. Questions welcome!
- **Smartphone Savvy – iPhones** - Get to know and love your iPhone! Learn the basics about navigation, apps, settings, and general use. Whether you use your phone for calls, text messages, email or searching on the internet, there is something here for everyone. Gain confidence as we explore. Questions welcome!

Presentations:

- **Internet Safety & Privacy** - Learn best practices for online personal security and data safety. Helpful tips about password safety, privacy settings, scams and more.
- **Understanding Cloud Storage** - Do you want easy access to your documents, pictures, and music? Whether you want to back up your files, access them away from home, or share and collaborate with others, cloud storage is just a click away.
- **Are You Ready to Cut the Cable Cord?** - Learn about streaming services, smart TVs, and other devices to help you make an informed decision.
- **What is AI (Artificial Intelligence)?** - Learn about how artificial intelligence (AI) works, how it has evolved over the years, and the pros and cons of an automated digital world. We will introduce ChatGPT and other AI tools. This is a demonstration and discussion.

Technology Classes for Children and T(w)eens

****Each class can be customized for specific age groups (3rd grade and up).** ** These classes are not intended for pre-K – 2nd, due to the level of reading comprehension needed and maturity level required to follow directions. Separate classes can be designed for this age group.

- **Scratch Coding Basics** - create your own interactive stories, animations, games, music, and art using block coding - <https://scratch.mit.edu/>
- **Make Block mBots** – an introduction to robotics and coding.
There are two separate apps, **Makeblock** – for beginners. All commands are pre-loaded, allowing children to learn to control the mBot through the connected app. Drive around obstacles and “play”. **mBlock Blockly** – introduces block coding concepts, allowing children to learn how to code basic commands.
- **Makey-Makey** - create cool new inventions using a circuit board, alligator clips, and everyday objects. We will use bananas as piano keys and create a game controller or touch pads using other objects.
- **Snap Circuits** – learn about electricity and circuits while building simple projects. Complete the circuits to turn on a light, fan, alarm, and more!
- **Applied Google Skills** – <https://applieddigitalskills.withgoogle.com/c/en/curriculum.html>
There are a variety of fun and educational projects using Google Docs, Slides, and Sheets including: Write an If-Then Adventure Story, Create Pixel Art, Create Your Own Comic Strip

For more information, contact Mary Carrier – mcarrier@mvls.info

Early Literacy:

Start with Science

Start with Science Kits are intended for Preschool & Kindergarten aged children. Some topics may be easily scalable for grades 1 & 2

- Train-the-Trainer or co-presenter models are available

Storytime Programming – 30-60 minutes, including follow-up discussion

- Request an early literacy rich storytime in your Library
 - MVLS staff will provide a session while Library staff observes
 - Follow-up discussion to answer questions or plan future programs

Storytime Mentorship – upon request

Can be in conjunction with a storytime program, if desired

- Request assistance in planning your storytime program (remote or in-person options available)
- MVLS staff is available to observe your library's storytime program and offer constructive suggestions for growing your program in the future

Program Planning: 30-60 minutes

- Request assistance in planning your program for any age group (remote or in-person options available)

For more information, contact Beth Rienti – brienti@mvls.info