Summer Schedule for Community Patron Workshops – FY 2003

First session: Wednesdays, 10:00 A.M. May 29 - June 26, 2002
Second session: Wednesdays, 2:00 P.M. July 10 - August 7, 2002
Location: UMFK's Blake Library computer lab
Cost: Free
Limit: 14 people per session

Session Dates	Session Title	# of Participants
5/29 and 7/10	Why would I want a computer? What would I use it for? How do I go about buying a computer?	5 and 6
6/5 and 7/17	Now that I have a computer, what do I do with it? (Turning it on, getting familiar with the desktop, managing files, etc.)	7 and 7
6/12 and 7/24	Surfing the Internet, the good and the bad.	7 and 7
6/19 and 7/31	What? I can mail my photographs over the telephone? (How to scan and email pictures)	9 and 6
6/26 and 8/7	So what's left? Word processing (advanced typewriters).	5 and 4

Fall Schedule for Student Workshops – FY 2003*

Tuesdays   11am-12pm   Wednesdays   2pm-3pm

September	#		#
N/A	0	18th - Windows 2000 file management w/Art Drolet (Nad Lab)	0
24th - Campus Computing w/ Nicki Ouellette	0	25th - Campus Computing w/ Nicki Ouellette	0

October	#		#
1st - Word Processing w/ Stephanie Bresett	0	N/A	0
8th - PowerPoint w/ Leslie Kelly	0	9th - PowerPoint w/ Leslie Kelly	0
22nd - Spreadsheets w/ Sharon Johnson	0	23rd - Spreadsheets w/ Sharon Johnson	0
29th - Scanning & Resizing Images w/ Neal Jandreau	0	30th - Scanning & Resizing Images w/ Neal Jandreau	0

November	#		#
5th - Searching the Internet & Evaluating WWW w/ Sofia Birden	0	6th - Searching the Internet & Evaluating WWW w/ Sofia Birden	0
12th - Video Streaming w/ Neal Jandreau	0	13th - Video Streaming w/ Neal Jandreau	0

*0 participants for all workshops.

Spring Schedule for Faculty/Staff Workshops – FY 2003

February:

Presenter	Topic	#part.
3-7 Stephanie Bresett	Docutek Electronic Reserves	5
10-14 Sofia Birden	Ebooks	N/A

March:

Presenter	Topic	#part.
24-28 Art Drolet	Outlook Calendar	5**

April:

Presenter	Topic	#part.
(3)/31-4 Nicki Ouellette	File management on MS 2000	5
7-11 Leslie Kelly	Access database – an introduction	N/A
14-18 Sharon Johnson	Spreadsheets	N/A
21-25 Neal Jandreau	Scanning and Graphic manipulation	5

**Arthur met for 15-20 minutes with each individually.

N/A – arrangements were not made in time to present a workshop.