

Digital Content

Library

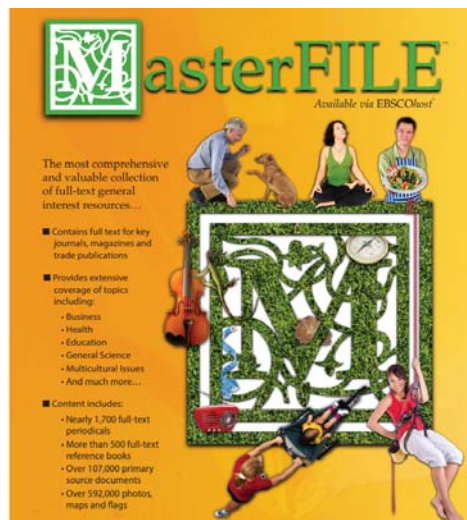
Board of Library Trustees
July 23, 2018



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MasterFILE Complete

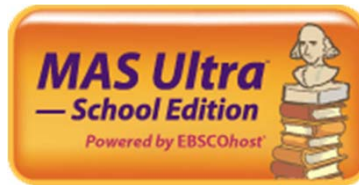


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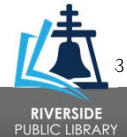


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MAS Ultra



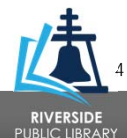
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Middle Search Plus



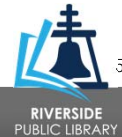
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Primary Search



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LearningExpress Library™ provides interactive online resources that help millions of students and adults achieve success annually. The Computer and Internet Basics video courses are a fun and easy way to get started using the computer. They feature step-by-step lessons with full voice and animation. The friendly online instructors are like having a personal software coach. The Computer and Internet Basics video courses are available as an add-on to LearningExpress Library.

Interactive, easy-to-use, unlimited remote access

Computer Basics

Getting Started

- Computer Basics 1: Basics of Computers
See how computers are used in daily life.
- Computer Basics 2: Personal Computer Fundamentals
Learn about the different parts that make up the computer.
- Computer Basics 3: The Basics of Windows 7
Learn how to get around in Windows, use the Start menu, and more.
- Computer Basics 4: Customizing Windows 7
Find out how to add shortcuts, change appearance, and recover privacy.
- Computer Basics 5: Application Basics
Get introduced to common applications and Windows accessories.
- Computer Basics 6: Organizing Data
Learn how to view, find, and organize files on the computer.
- Computer Basics 7: Web Browsing
Find out what a browser is and how to search for information on the Web.
- Computer Basics 8: Printing
Learn how to install and manage printers and print from programs.

Keeping Your Computer Safe

- Computer Basics 9: Maintenance and Security
Explore the Windows Control Panel and learn how to set up security options.

Internet Basics

Getting Started

- Internet Basics 1: What is the Internet?
Learn what the Internet does and how to access this amazing resource.
- Internet Basics 2: Surfing the Internet
Learn about navigation while exploring how to use different browser features.
- Internet Basics 3: The Internet as a Search Tool
Find information online using search engines, web, and Web portals.
- Internet Basics 4: Using One-on-One Communications
Get introduced to email, online chat, and even Internet phone services.

Using Your Email

- Internet Basics 5: Email Etiquette
Learn everything about using email including proper email protocol.

Using Social Media

- Internet Basics 6: Branching Out Using the Internet
Learn about discussion boards, online communities, blogs, podcasts, and more.
- Internet Basics 7: Understanding Social Networking
Discover what Facebook, Twitter, and LinkedIn networks are all about.
- Internet Basics 8: Using Web Tools
Learn about Web-based tools and sharing files on OneDrive and OneDrive.

Staying Safe Online

- Internet Basics 9: Protecting Yourself Online
Get important tips on how to protect your personal information.

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LearningExpress Job & Career Accelerator

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Job & Career Accelerator

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