



PC Club Classes

OCTOBER 2024

**Open to Village Residents and their guests only.
Classes are free; a donation is welcome at the door.**

CLASS REGISTRATION IS REQUIRED PRIOR TO EACH CLASS. To register:

Visit the PC Club website at <https://www.thepcclub.org/> and select Class Registration in the left menu. or visit the PC Club Workshop, 3rd floor of the Community Center to register in person Weekdays 10:00 A.M. to 4:00 P.M. Classes are *usually two hours* and held in the Sellards PC Club **Learning Center, 3rd Floor** of the Community Center.

Note: *Classes may be added or canceled after this flyer is published*. Please check our website for any recent schedule changes.*

Intro to Excel - Beginning — Wednesday, October 2 – 10:00am – Jeff Beck

This class will cover the basics of an Excel worksheet including creation, formatting, editing, and saving. It will also include the entry of data into cells, moving around the worksheet, and popular formulas and functions. File, Home, and Page Layout Bars will also be covered. {Prerequisite: Basic computer skills}

eBay - How to Sell Your Goods – Thursdays, October 3 (last day) – 10:00am – Alan Dickinson

You do not need to be a computer ‘guru’ nor an expert on what you are going to sell. You will learn to use eBay and you will also have a lot of fun doing it. This three week class will cover setting up an eBay account, how to list your items, monitor sales and tips to boost sales. Buying on eBay will also be covered.

Explore Your Roots with FamilySearch.org – Tuesday, October 8 – 1:00pm - Davis Patchell

Join the PC Club and the Pub Club to establish or enhance your family tree with the free Family Search.org website. Get help creating an account, populating and growing your tree, adding memories, discovering and connecting your family – past, present and future. You may bring your laptop or cell phone to load FS app onto your phone. Bring vital information on your parents, grandparents (dates of birth, deaths, marriages and places, etc.). **Please try to register at least one week before class so we may determine the number of Assistants needed.**

Excel - Intermediate — Wednesday, October 16 – 10:00am – Jeff Beck

This class will cover Excel Look and Feel items such as groups, freeze frames, page layouts, templates, lists and tables. {Prerequisite: Basic knowledge of computer keyboard functions.}

LWV Technology Tools – Wednesday, October 16 – 1:00pm – Jeff Cherry

This class will cover the purpose and use of online technology tools used by Laguna Woods Village. These tools and apps include Dwelling Live (guest passes), Ticket Portal (Performing Arts Center), Resident Portal (work orders, HOA assessments, etc.), and Recreation Department Apps.

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Google Chrome can do THAT?? – Friday, October 18 – 10am. – Debbie Drennan

This class will cover Built-In Features in Google Chrome browser that make it easier to see, hear and use Chrome.

Home Networks: Ensure Good Internet Experience in the Home –Tues, Oct. 22 – 10:00am – Gary Russell

Most of us have broadband coming into our homes but how can we get the most out of this? In this class, we will explain simple things you can do to ensure the strongest possible Internet and WiFi to your TVs and other devices. We also cover simple security protection to reduce the risks of cyber intrusion.

Excel Charts & Graphs — Wednesday, October 23 – 10:00am – Jeff Beck

This class will first cover a review of general Excel features and functionality and then move on to the creation of charts and graphs, including pie charts, line graphs, bar charts, area charts, scatter charts, and sparklines.

Excel - Functions – Wednesday, October 30 – 10:00am – Jeff Beck

This class will teach When & How to use the following Excel Functions: Math Functions (Average, Median, Mode, Averageif, etc.); Text/Content Functions (Vlookup, Hlookup, Xlookup; Find, Search, Filter, etc.); Date-Time Functions; Programming Functions ('If' conditions)

***The next PC Club General Meeting will be October 8th, 7:00 p.m. at CH7.
Speaker: Geeks-On-Tour: A HodgePodge of tips for Smart Phone/iPhone,
Google Photos, AI Chatbots, and more. See separate flyer for details.***

*9/11/24