REDWOOD CONNECT

TECHNOLOGY SERIES III
Lunch & Learn
1st & 3rd Wednesdays of the Month
11:30am-1:00pm

Updated: 02/7/16

Redwood Connect Training Lab,
Located in the basement of the Redwood County Courthouse

$10 per class (includes lunch)
Register by the Monday before class.

February 1 – Intro to Social Media

Instructor: VantagePoint Marketing Consultants

Have a Facebook account? What about Twitter? Whether you've already dipped your toes in the waters of social media or are still standing on the shore wondering what to make of it all, learning how to interact on various social media platforms is crucial in order to survive and thrive in this age of digital communication. In this course, you'll learn the ins and outs of social media platforms such as Facebook, Twitter, Pinterest, Google+, and more. You'll also discover other types of social media you may not have been aware of and how to use them for your benefit—personally, academically, and eventually professionally as well.

February 22 – Intro to Microsoft Excel 2010

Instructor: Redwood Gazette (Lisa Drafall)

Learn basics, shortcuts, and practical uses for Excel. Learn menus, toolbars, and functions. Work with formulas, charts and graphs, cell formatting, and sorting. Learn to create worksheets and graphs. Participants must have basic computer knowledge including the use of Windows to participate successfully in this class.

March 1 – Intro to Computers: Windows 10

Instructor: Redwood County IT (Paul Parsons)

Do you prefer to learn at your own pace and already have a list of questions about Windows 10 and operating a computer? Have you taken a previous Windows 10 course but still have questions? This class is for you! This Question and Answer class will cover anything and everything dealing with computers, more specifically Windows 10. Instructor will come with a list of topics to cover, so no need to have a list of questions, but it is recommended. Bring your laptop if you have one, not required.

March 15 - Intermediate Microsoft Excel 2010/Google Sheets

Instructor: Redwood Gazette (Lisa Drafall)

Do you feel comfortable with the basics, shortcuts, and practical uses for Excel? This course will take a deeper look at formulas and functions, the PivotTable, and charting. We will then compare and practice using Google Sheets. Never heard of Google Sheets or feel like there is no way you will ever leave Excel? This class is for you. Participants must have completed the Intro to Microsoft Excel 2010 in order to participate successfully in this class.

April 5 - Intro to Basic LinkedIn

Instructor: VantagePoint Marketing Consultants

If you haven't explored the social media platform, LinkedIn, you might want to make this your next priority. LinkedIn is a social media site that caters to all professionals. It provides a forum for valuable networking, job searching, promoting your business, and generating new leads. In this class, learn what LinkedIn is all about, set up a new account for both personal and business (if you don't already have one), and begin exploring how this social media resource can help you generate more business. No social media experience necessary.

April 19 - Smartphones/Tablets Q&A Open Forum

Instructor: BeMobile Verizon Wireless

Do you prefer to learn at your own pace when it comes to your SmartPhone or Tablet or have you taken a previous class and still have questions about your device? This Question and Answer class is a great opportunity to get all your questions answered and learn a few new tips and tricks along the way. Instructor will have a list of topics to cover, but it is recommended you bring a list of questions as well.

May 3 – GIS to the Public

Instructor: Redwood County GIS Specialist (Eric Solo)

Have you ever wanted to access Redwood County maps and information from the comfort of your home, business, or in the field? Redwood County now offers an interactive public access GIS mapping site that allows users to view a large amount of data in an interactive online environment. This course will introduce participants to Geographical Information Systems (GIS) and the principles of spatial data using a simple GIS mapping interface which allows you to view spatial information such as; parcel information, county ditch and tile, specific districts, zoning, transportation, hydrology, etc. overlaid on high resolution aerial photography better than Google. This information is all available to the public with advanced subscription options that can improve business efficiency and functionality to all citizens including, but not limited to, Farmers, Business Owners, Real-estate firms, Attorneys, Surveyors, Financial Services, Contractors, Utility, Marketing, etc. Interested?? Sign up for this training. To further familiarize yourself with the site, grab your computer, smartphone, or tablet and go to https://beaconbeta.schneidercorp.com/ select Minnesota and Redwood County to get started.

May 17 – Digital Tools to Get Organized

Instructor: Redwood Gazette (Lisa Drafall)

Staying on task is key. A quality task management tool can help you organize a load of tasks, allowing you to add and edit as necessary, while providing precise control down to the smallest details. Podio, Google Drive and Evernote are just a couple examples of how you can use your computer or mobile device to handle complex projects and tasks.

June 7 - Google & the G-Suite

Instructor: Darren Tighe

This class will cover the best of everything Google has to offer including Google Email, Drive, Forms, Keep, Docs, Tips, Calendar, Apps, Extensions, YouTube and more! We will provide a basic introduction to each of the applications and dive in deeper to those that the participants request. Learn basic tips and tricks of how Google can simplify your personal life and business. Get ready to get Googley in this class!

June 21 – Intro to iPads

Instructor: Darren Tighe

If you recently received an iPad or are thinking about purchasing one, this class is a must have! Learn how to set up your iPad, download and organize apps and how to use the many features. Please bring your iPad to class.