



## December 2024 - Computer Drop-In Calendar

\*Your questions come first. These are only suggested topics\*

Monday	Tuesday
<b>2</b> <b>10:00am-12:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• How to Send Emails</li> <li>• Canva Basics: Creating Posters</li> </ul>	<b>3</b> <b>12:00pm-2:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• Canva: Creating Videos</li> <li>• Computer Basics: Shortcuts</li> </ul>
<b>9</b> <b>10:00am-12:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• Google docs: creating PDFs</li> <li>• Set-up phone voicemail</li> </ul>	<b>10</b> <b>12:00pm-2:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• WhatsApp: Adding Contacts</li> <li>• Tablet Tuesday Games</li> </ul>
<b>16</b> <b>10:00am-12:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• YouTube Search Tips</li> <li>• Zoom Basics: Join a Meeting</li> </ul>	<b>17</b> <b>12:00pm-2:00pm</b> <b>Computer Drop-In</b> <ul style="list-style-type: none"> <li>• Microsoft Word for Beginners</li> <li>• Computer Basics; USB Drive</li> </ul>
<b>23</b>  <b>CLOSED</b>	<b>24</b>  <b>CLOSED</b>
<b>30</b>  <b>CLOSED FOR HOLIDAY</b>	<b>31</b>  <b>CLOSED FOR HOLIDAY</b>