The Mokena Community Public Library District is interested in offering free computer lessons for **those who need assistance with technology**. To ensure we offer the right training, we are keen to identify knowledge gaps in the community. This way we can tailor the program to meet the greatest areas of need.

This is a survey only. You are not committing to attending the program.

## Basic Computer Skills

- o How to use a mouse
- o Keyboard/typing skills
- o Basic word processing
- o Saving and finding files
- o Other (please specify)
- o _____

## Email

- o Create an email account
- o Create send, receive, and answer emails
- o Attach files

## Internet Skills

- o Internet searching
- o Bookmark internet sites
- o Staying safe online
- o Online job applications

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**Social Media Skills**

- o Facebook basics
- o Twitter basics
- o YouTube basics
- o Zoom
- o Instant messaging

**List any other computer skills you are interested in learning:**

**What is the best time for you to attend a Tech Savvy training at MCPLD?**

**Please add your contact details, so we can advise you when courses start.**

Name _____

Email Address _____

Phone Number _____