

# New Rochelle Public Library

Public Computer Center *Broadband@yourlibrary*

*Proudly offers the following expanded, free services, beginning December 6, 2010:*

In the **BTOP Help Center** on the library's second floor:

- A **Job Readiness Coach** provides one-on-one help in finding and getting a job.
- Assistance with completing e-forms for food stamps and other benefits, on-line job applications, immigration papers, etc.. is provided by **Trained Librarians**.
- A **Social Worker** or **bilingual Social Worker Intern** is available 12 hours a week to help residents navigate resources of local social service agencies and benefit opportunities.
- Small business counseling is provided by **SCORE volunteers** on Monday evenings.

Each month, **free Computer Training** help residents hone skills in these areas:

Internet for Beginners	How to Write a Cover Letter/Resume
Internet for Beginners - Spanish	How to Design Flyers
Intermediate Internet	How to Scan and Upload Photos
Email Basics – Spanish	Power Point Basics
Email Basics – English	PowerPoint Intermediate
Intro to Microsoft Word - English	Downloading E-Books and Music
Intro to Microsoft Word - Spanish	Intro to Microsoft Word - Spanish
Mouse and Keyboard Basics – English	Intro to Microsoft Word - English
Mouse and Keyboard Basics – Spanish	Mouse and Keyboard Basics – Spanish
Basic Computing for Seniors	Mouse and Keyboard Basics – English
How to Write a Cover Letter/Resume	Basic Computing for Seniors
How to Find a Job On-line	

In addition to the Computer Training classes, the **Computer Lab** on the library's third floor has ten computers that permit 2-hour blocks of time for patrons to seek jobs. Every Saturday afternoon, help using the Internet to **Prepare for and Pass the GED** is available in the lab.

A new **Computer Learning Center** in the library's lower level has seven computers, including one that is wheelchair accessible. Each week, **Practice Labs** help computer neophytes and novices hone their typing and technology skills, with guidance provided by **AmericCorps Computer Assistants**. The computers also have tutorial software to assist with computer and English language skills, and are available two days a week for use by the library's **ELS classes**.

**Ten additional computers** on the second floor, including one station that is wheelchair accessible, allow patrons 2-hour blocks of time for job searches and research.

**One-session seminars** addressing topics in financial literacy, affording a home or college, maintaining good health and energy while seeking or changing jobs, and other related topics, are offered each week, January – May and September – November.

The New York State Library, a unit of the Office of Cultural Education within the New York State Education Department (NYSED), has been awarded \$9.5 million in a grant from the U.S. Department of Commerce National Telecommunications and Information Administration (NTIA) to expand computer access in public libraries across New York State. The funding is being provided through the American Reinvestment and Recovery Act (ARRA) Broadband Technology Opportunities Program (BTOP).