

### **Outlook for Beginners**

Learn the basics of Microsoft Outlook: managing emails, organizing your inbox, and scheduling appointments. Bring a charged device and your login passwords.

### **Introduction to Internet Browsing & Safety**

Learn how to use web browsers, search online, bookmark pages, and stay safe on the internet. Bring a charged device & any needed passwords.

### **Email Essentials & Attachments**

Practice composing emails, sending attachments, organizing folders, and managing contacts. Bring a charged device and your email/passwords.

### **Calendar & Scheduling Tools**

Learn to use Google and Outlook calendars to schedule events and set reminders. Bring a charged device and your login credentials.

### **Cloud Storage Basics – Google Drive & OneDrive**

Learn to save, share, and organize files in Google Drive and OneDrive. Bring a charged device and passwords for your Google/Microsoft accounts.

### **Smartphone Photography – Take Better Pictures**

Improve your smartphone photos with simple camera settings, composition tips, and basic editing. Bring your charged phone and password.

### **Social Media Basics**

Learn to create accounts, adjust privacy settings, post updates, and connect with others on Facebook, Instagram, and X. Bring your device and passwords.

### **Google Workspace – Docs, Sheets, Photos & Drive**

Get hands-on practice creating documents, spreadsheets, and organizing photos using Google Workspace. Bring a charged device and your Google login information.

### **Digital Security & Password Management**

Learn to create strong passwords, store them safely, and spot common online scams. Bring your device and a list of accounts to update.

### **Video Calling & Virtual Meetings**

Learn how to join and host Zoom or Teams meetings.



**JANUARY &  
FEBRUARY  
2026**

# **MYERBERG TECHKnowledge CLASSES**

  
**MYERBERG**  
EDWARD A. MYERBERG CENTER  
A Program of CHAI

Updated 12/17/2025

# CONNECT ONSITE



Stop by front desk  
or call  
**410-358-6856**  
to register. Class sizes  
are limited.

## WEEK 1: January 5–7, 2026 **iPhone/iPad Basics**

- Monday, Jan 5 • 11:00–12:00 (Virtual)
- Tuesday, Jan 6 • 1:00–2:00 (Onsite)
- Wednesday, Jan 7 • 11:00–12:00 (Virtual)

**Tech Vocab** • Monday, Jan 5 • 1:00–2:00 (Onsite)

## WEEK 2: January 12–14, 2026

### **The Power of Three: Three Little Dots**

- Monday, Jan 12 • 11:00–12:00 (Virtual)
- Tuesday, Jan 13 • 1:00–2:00 (Onsite)
- Wednesday, Jan 14 • 11:00–12:00 (Virtual)

**Online Reservations** • Monday, Jan 12 • 1:00–2:00 (Onsite)

## WEEK 3: January 19–21, 2026

### **Social Media & Online Communication**

- Tuesday, Jan 20 • 1:00–2:00 (Onsite)
- Wednesday, Jan 21 • 11:00–12:00 (Virtual)

## WEEK 4: January 26–28, 2026

### **Introduction to Artificial Intelligence (AI)**

- Monday, Jan 26 • 11:00–12:00 (Virtual)
- Tuesday, Jan 27 • 1:00–2:00 (Onsite)
- Wednesday, Jan 28 • 11:00–12:00 (Virtual)

**Calendar** • Monday, Jan 26 • 1:00–2:00 (Onsite)

# CONNECT VIRTUALLY

**VIRTUAL** is included with **GOLD Subscription**

**ONSITE Classes: MEMBER \$12 GUEST \$15**

## WEEK 5: February 2–4, 2026

### **Staying Safe Online: Scams, Passwords & Privacy**

- Monday, Feb 2 • 11:00–12:00 (Virtual)
- Tuesday, Feb 3 • 1:00–2:00 (Onsite)
- Wednesday, Feb 4 • 11:00–12:00 (Virtual)

**Wrong Password!** • Monday, Feb 2 • 1:00–2:00 (Onsite)

## WEEK 6: February 9–11, 2026

### **How to Pay: Digital Payments (Zelle, Venmo, PayPal)**

- Monday, Feb 9 • 11:00–12:00 (Virtual)
- Tuesday, Feb 10 • 1:00–2:00 (Onsite)
- Wednesday, Feb 11 • 11:00–12:00 (Virtual)

**Up for Bid!** • Monday, Feb 9 • 1:00–2:00 (Onsite)

## WEEK 7: February 16–18, 2026

### **Managing Your Email: Flags, Folders & Organization**

- Monday, Feb 16 • 11:00–12:00 (Virtual)
- Tuesday, Feb 17 • 1:00–2:00 (Onsite)
- Wednesday, Feb 18 • 11:00–12:00 (Virtual)

**Outlook for Beginners** • Monday, Feb 16 • 1:00–2:00 (Onsite)

## WEEK 8: February 23–25, 2026

### **Smartphone Photography: Take Better Pictures**

- Monday, Feb 23 • 11:00–12:00 (Virtual)
- Tuesday, Feb 24 • 1:00–2:00 (Onsite)

**Google Workspace** • Monday, Feb 23 • 1:00–2:00 (Onsite)