

DO IT YOURSELF INSTRUCTION WITH WFL RESOURCES

Continuing Education is a must for good mental health. WFL is happy to offer opportunities to learn on your own and at your own pace with **How-To Resources** on topics from crafts to starting a business to computer skills and software.

At the end of this session, participants will be able to

- To locate resources at WFL on our webpage at <u>https://www.wellesleyfreelibrary.org</u> under e-library and Databases A-Z or Databases by Subject.
- Explore the resources presented

I. Computer/Software Instruction

A. American Graphics Institute offers how-to books with clear step-by-step instructions, fullcolor figures, along with lesson files and video tutorials from 50+ books covering design tools, web coding, video editing, and animation.

Software books include are Dreamweaver, Photoshop, Illustrator, Adobe, Microsoft Office, Microsoft Windows, Apple OS, and web design.

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	Adobe Photoshop CC Digital Classroom 2018 Editor 2018 Editor	Photoshop CC Digital Classroom Book 2018 Edition The Adobe Photoshop CC Digital Classroom Book 2018 edition is like having a personal instructor guiding you through each lesson, while you work at your own pace. This Photoshop CC 2018 book includes 14 self-paced lessons helping you learn essential skills and understand the capabilities of Adobe Photoshop CC 2018. It is fully updated for the Creative Cloud 2018 version of Photoshop. New book details	our books in our public Photoshop Classes.		
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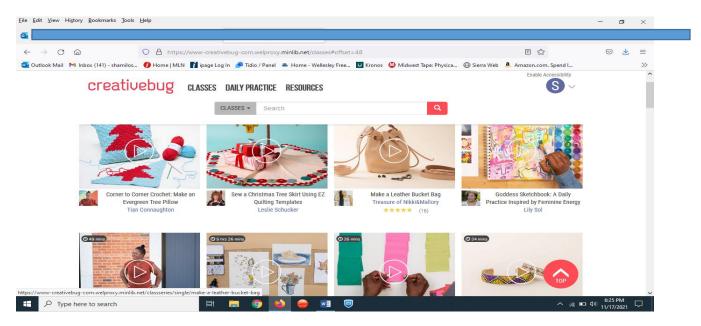
B. Niche Academy offers how-to video tutorials with transcripts on how to use our online databases, some software and many social media technologies. In addition to our database pages, Niche can be found on each the *right side of each page of website as a blue tab with Tutorials and a graduation cap.*



Click on the database thumbnail to reach the tutorial.

II. Arts/Crafts

A. **CreativeBug** (developed by Joanne Fabrics) presents thousands of video arts and crafts workshops with step by step instruction on painting, sewing, crafts, jewelry making, and much more. Whether you want to learn a new skill, create gifts, or just have fun, this instructional database has something for everyone.

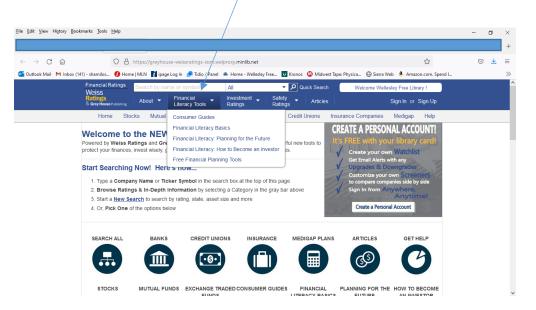


III. Business

A. **Entrepreneurship Gale Business** is a comprehensive database that covers all aspects of starting and operating a business, including accounting, finance, human resources, management, marketing, tax, and more. For prospective and current entrepreneurs as well as business students. Steps are broken down into four instructional parts: plan, fund, start, and manage.

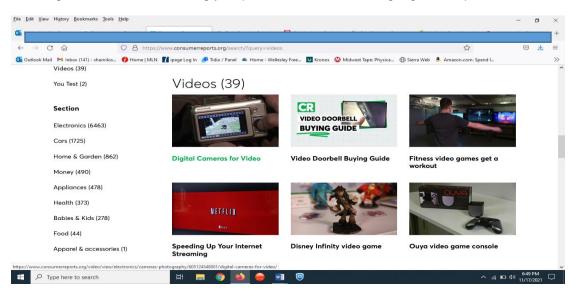
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	Business planning is a core activity that can help the budding entrepreneur or current small business owner examines and define how they'd like their business to operate. Business planning can involve/several activities, such as: environmental assessment, formulating objectives; evaluating alternatives and making choices; budgeting Business Ideas Business Plans Marketing	rtups or expansion personal savings inancial institution		^
	Start Manage			
	There are many different types of small businesses in the United States. How you choose to legally structure and set up the ownership of your business might be one of the first decisions that you will have to make as a business owner. There is no one-size-fits all approach when it comes to legal entities.	Keeping track of all are important		
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B Financial Ratings Online Financial Literacy Tools Weiss Ratings publishes how-to in guides to assist consumers regarding Financial Literacy including How to Be an Investor. They can be found on the Financial Ratings Database under Financial Literacy Tools.



IV. Consumer Issues

A. Consumer Reports How-To Videos—Not only does consumer reports bring you product ratings and buying guides, its also provides useful how-to videos from shooting video on various devices to installing a video doorbell to fixing you iphone screen to choosing a good hospital.

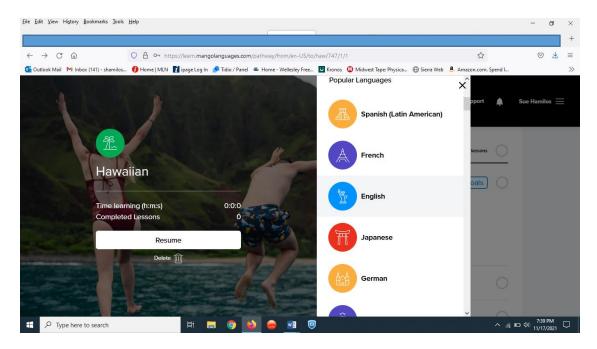


B. Medigap is developed by Weiss Ratings and allows you to prepare a customized report with step-bystep guidance on how to select a Medigap insurance plan.

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V. Language

- **A. Mango Languages** Through a wide variety of adaptable exercises and learning activities, learners pick up on new vocabulary, intuit unfamiliar grammatical structures, train pronunciation, and boost their cultural IQ for over 70 languages.
 - Conversational, bite-sized lessons
 - Listening & Reading Activities
 - Critical-thinking and memory-building exercises
 - More than 20 ESL/ELL/ESOL paired-approach courses for learners of English



B. Scholarly Classes

A. Great Courses are college level audio and video courses of professorial lectures on a variety of academic subjects. These can be found in Hoopla and Overdrive (Libby).

Hoopla—Audio 1465 options Video 216 options Overdrive/Libby 17 Audio 23 Video

