



Potsdam Public Computer Center

Potsdam Public Library

Free instruction in a number of subjects:

- Computer for beginners
- Microsoft Word, Excel, and PowerPoint
- Social Networking- Facebook and LinkedIn
- Résumé preparation and cover letter writing
- QuickBooks Series

Potsdam PCC Serves the Community

Due to the varied expertise of the available teachers, we have been able to offer instruction in a wide range of topics. During 2011, the PCC and its partners instructed 2202 individuals and achieved a total of 3,473 training hours! During the same period PCC equipment was utilized by 8,202 patrons.

The Potsdam PCC has been working with many community partners in order to offer a wide array of services and instruction. The PCC created or expanded existing partnerships with the following:

- ⇒ Potsdam Chamber of Commerce
- ⇒ Saint Lawrence County Chamber of Commerce
- ⇒ Ogdensburg ATTAIN lab
- ⇒ Potsdam Neighborhood Center
- ⇒ Career Opportunities
- ⇒ VESID (now ACCESS VR)
- ⇒ Watertown Vet Center
- ⇒ Potsdam Museum

- ⇒ Fused Solutions
- ⇒ Department of Social Services
- ⇒ Literacy Volunteers
- ⇒ Social Security Administration (Ogdensburg)
- ⇒ VITA - free tax preparation
- ⇒ One Stop Career Center of Saint Lawrence County
- ⇒ SOAR - computer instruction



Left to right: Steve Canning, PCC Trainer—Christine Schrauth, PCC Trainer—Rene Austin, PCC Director

Former Trainer Becomes a Volunteer for the PCC



Bob Watkin: former trainer and current volunteer teaching Basic Computer.

He cannot help himself! He loves to teach and the students love his instruction. These are some of the things they say about Bob: "I have computer phobia. Bob

worked with me so patiently and made me feel comfortable and capable to learn what I have not been able to learn in more than a decade" and "Thorough, specific, yet not overwhelming. Bob was very kind and patient as a teacher." After working at the Potsdam PCC for more than 16 months, Bob Watkin decided he would like to retire. However, he was not satisfied giving up his teaching job altogether, so he decided to volunteer at the Potsdam PCC two days a month.

**Open 9am-5pm
Monday-Friday
Evening and Weekend
Hours Available by
Appointment!
Call: 315.265.7230**

Potsdam
Public
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Center

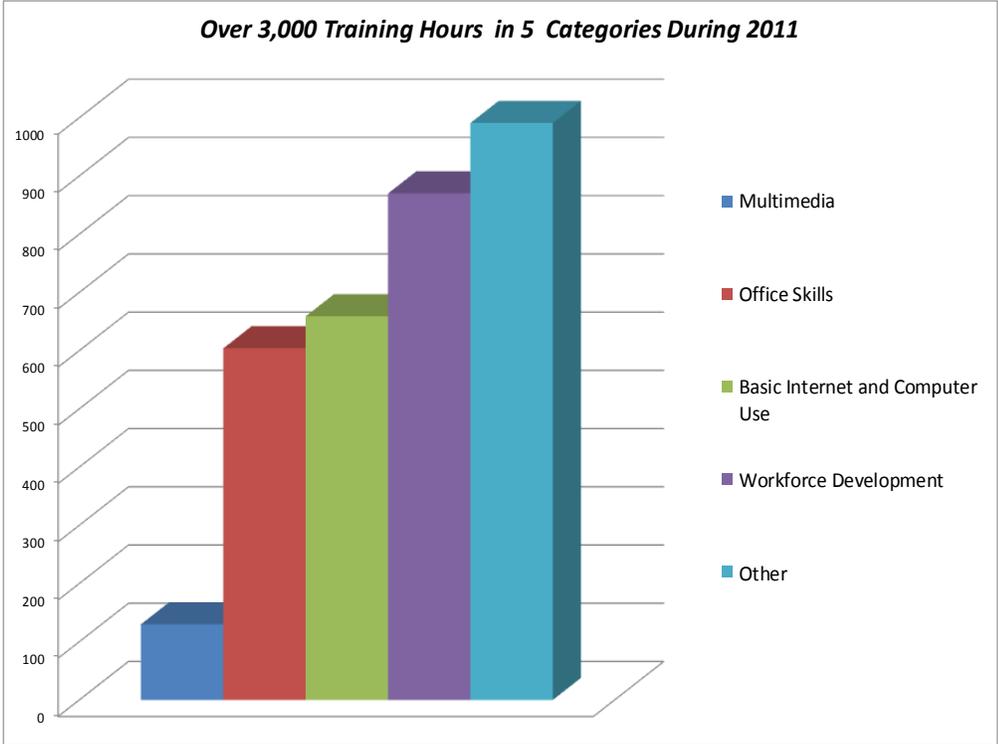
Make Connections
At the PCC!



2 Park Street, Potsdam NY 315-265-7230

www.potsdampcc.org

Pat Musante,
Potsdam
Library
Director and
Sandra
Steinberg,
Potsdam
Public Library
Board of
Trustees
President



Ruth Harmer
and Pam Lewis:
One-Stop Career
Center
Employment and
Training
Counselors

Mary McGreevy aka QuickBooks Guru!

Mary McGreevy has been working with the QuickBooks program for over 20 years. She loves her job and keeping busy. For the past year, she has been teaching area residents the finer points of QuickBooks by offering classes at the PCC .

This class has been a success on several levels. On one level, class participants have been grateful for her teaching,

stating: "Very productive class, well explained. Thank you" and "Mary is an excellent teacher".

On another level, Mary has received a bonus as well. She gained a new assistant from the class, Sam Warren. At the completion of the five-class



series, he asked Mary if he could shadow her at work to see QuickBooks in action. She was happy to let him join her, and she was so impressed by him that he became her assistant during the busy tax season!

Mary has also continued her valued instruction outside the classroom and has maintained contact with many

students. Some have requested further help after completion of the QuickBooks series and she gladly gives her time. Most people are astonished that they can receive a top-rate QuickBooks class free at the local library!

