

1. Please provide your contact information. Please print clearly.

Name: _____

Address: _____

Telephone: _____ Email: _____

VPL Library Card #: _____

2. Please check off the days and times you are available to participate in the program.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
10-11	Not Available						Not Available
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6					Not Available		
6-7							
7-8							

The greater your availability, the more likely it is that you will be matched. Please note that scheduling is also based on branch opening hours and staff availability. Please visit <http://www.vaughanpl.info/libraries> for more information about library hours. Your completed application must be returned to the library at which you would like to participate.

3. Please tell us what you would like to learn in the space below or by selecting one or more topics from the following list. If you are not sure, please speak to staff at the Information Desk who can help you determine your learning needs.

Computer Basics

- ☐ mousing
☐ typing
☐ Windows

Internet

- ☐ email
☐ web browsing
☐ maps & directions
☐ gaming

Social Media

- ☐ MSN Messenger
☐ Facebook
☐ Twitter
☐ YouTube
☐ Flickr
☐ MySpace
☐ Blogging
☐ Skype
☐ Google Apps

Microsoft Office

- ☐ MS Word First Steps
☐ MS Excel First Steps
☐ MS PowerPoint First Steps

Other

- ☐ eBooks & eReaders
☐ digital photos
☐ help with personal laptop or tablet
☐ _____

Signature _____ **Date:** _____

Photo Permission Form - Optional***Persons 18 years of age and older***

I _____, hereby give permission for the photograph(s) taken at all *Beyond the Basics* activities throughout the year to be used by Vaughan Public Libraries and/or the media in electronic or print publications, and online communication vehicles, to promote the Libraries' programs and services.

If the photograph is used in a publication, I authorize

- ☐ My full name to be used
☐ I do not authorize my name to be used

Signed _____

Personal information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act, 1990, MFIPPA\Regulation 29. Personal information collected on these forms is used to contact program participants. After the program the forms are destroyed and non-identifying statistical information is retained. Questions regarding the collection of this information should be directed to the Director of Service Delivery. Freedom of Information Requests should be mailed to: Vaughan Public Libraries Administration Offices 900 Clark Avenue W., Thornhill, ON L4J 8C1