

Workshop Calendar for November 2009

*\* In order to attend any workshop you must first attend Orientation*

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4	5	6	7
9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	<b>Email for Everyone Special topic 12:00-2:00 3:00-5:00</b>	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	10:30 Customer Service  12:30 Business Etiquette
9	10	11	12	13	14
9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	Veterans day	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	
16	17	18	19	20	21
9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	<b>Intensive Interviews Special topic 12:00-2:00 3:00-5:00</b>	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	10:30 Customer Service  12:30 Business Etiquette
23	24	25	26	27	28
9:30-10:30 Intro to Computers 10:30-12:00 Resume Roundup 1:00-2:00 Ace The Interview 2:00-4:00 Word!& Excel 4:00-5:00 Lab hours	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-2:30 Intro to Computers 2:30-4:00 Resume RoundUp 4:00-5:00 Lab Hours	<b>Email for Everyone Special topic 12:00-2:00 3:00-5:00</b>	Thanksgiving	Closed	
30	1	2			
9:30-11:00 Intro to Computers 11:00-12:30 Resume Roundup 1:30-2:30 Ace The Interview 2:30-4:30 Word!& Excel	9:30 -11:30 Word!& Excel 11:30 -12:30 Lab Hours 1:30-3:00 Intro to Computers 3:00-4:30 Resume RoundUp	<b>Intensive Interviews Special topic 12:00-2:00 3:00-5:00</b>			<b>Call the Center's toll-free Job Line for a current list of additional weekly recruitment events: 877-299-3122 ext 2</b>