

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
				
9	10	11	12	13
	<u>Identifying Your Skills</u> 9:00 - 10:00 <u>Spending and Saving</u> 10:00 - 11:30 <u>Resume Development</u> 1:30 - 3:00		<u>MS Word 2013 Basics**</u> 9:00 - 3:00 <u>Analyzing the Job Description</u> 1:30 - 2:30	<u>HOPE</u> 9:00 - 10:30 <u>Internet Basics/Email</u> 9:00 - 11:00 <u>Resume Open Lab</u> 1:30 - 3:00
16	17	18	19	20
	<u>MS Excel 2013**</u> 9:00 - 3:00 <u>Credit Check</u> 10:00 - 11:30		<u>MS Excel 2013 Intermediate**</u> 9:00 - 11:00 <u>ICC Basics</u> 9:00 - 11:00 <u>Interviewing</u> 1:30 - 3:00 <u>Researching the Employer</u> 1:30 - 2:30	<u>HOPE</u> 9:00 - 10:30 <u>Computer Basics</u> 9:00 - 11:00 <u>Resume Open Lab</u> 1:30 - 3:00
23	24	25	26	27
	<u>Job Apps/Online Applications</u> 9:00 - 10:00 <u>Banking</u> 10:00 - 11:30 <u>Resume Development</u> 1:30 - 3:00		<u>Conquering the Age Barrier</u> 9:00 - 10:30 <u>Cover Letters</u> 1:30 - 2:30	<u>HOPE</u> 9:00 - 10:30
30	31			
	<u>TORO</u> 9:00 - 10:30 <u>Financial Recovery</u> 10:00 - 11:30 <u>Interviewing</u> 1:30 - 3:00	<div style="border: 1px solid orange; padding: 10px; width: fit-content; margin: 0 auto;"> <p><i>"With freedom comes responsibility" – Eleanor Roosevelt</i></p> </div>		