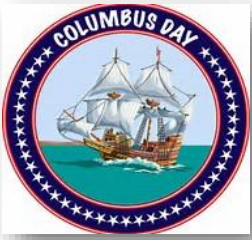


October 2017 - Elkhart

Workshop Schedule

** Please see an Advisor to enroll in workshops

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5 <u>Resume Development</u> 9:00 - 10:30 <u>Keyboarding</u> 9:00 - 11:00 <u>Computer Basics</u> 1:30 - 3:30	6 <u>Internet Basics</u> 9:00 - 11:00 <u>Cover Letters</u> 1:30 - 2:30
9 	10	11	12	13 <u>Cover Letters</u> 9:00 - 11:00 <u>Resume Open Lab</u> 1:30 - 3:00
16	17	18	19 <u>Intro to Microsoft</u> 9:00 - 11:00 <u>Computer Basics</u> 9:00 - 11:00	20 <u>Job Applications</u> 1:30 - 3:30 <u>Computer & Internet Safety</u> 1:30 - 3:00
23	24	25	26 <u>MS Excel 2010 Basics</u> 9:00 - 3:30	27 <u>Computer Basics</u> 9:00 - 11:00 <u>MS Excel Intermediate</u> 1:30 - 3:30
30	31	<p><i>Life isn't about getting and having, it's about giving and being.</i></p> <p><i>—Kevin Kruse</i></p>		