



Plymouth and Rochester Workshop Schedule

~ FEBRUARY 2018 ~

Mon	Tue	Wed	Thu	Fri
<p><i>MOTIVATION IS WHAT GETS YOU STARTED.</i></p> <p><i>HABIT IS WHAT KEEPS YOU GOING!</i></p>			<p>1 Plymouth Job Link 9:00 AM <small>RESEA</small> Computer Basics 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small> Internet Basics 2:00 PM – 3:30 PM</p>	<p>2</p>
<p>5 Rochester Job Link 9:00 AM Computer Basics 9:45 AM – 11:30 AM <small>Group check-in 1:30 pm – invite only</small> Internet Basics 2:00 PM – 3:30 PM</p>	<p>6 Rochester Word Basics 8:30 AM – 1:00 PM Resume Development 1:30 PM – 2:45 PM</p>	<p>7 Plymouth Word Basics 8:30 AM – 1:00 PM Keyboarding 2:00 PM – 2:30 PM</p>	<p>8 Plymouth Job Link 9:00 AM <small>RESEA</small> ICC-Resume Lab 9:45 AM – 11:00 AM <small>RESEA Group check-in 1:30 pm – invite only</small></p>	<p>9</p>
<p>12 Rochester Job Link 9:00 AM Job Applications 10:00 AM – 11:00 AM <small>Group check-in 1:30 pm – invite only</small> Career Interest - ICE 2:00 PM – 2:30 PM</p>	<p>13 Rochester Excel Basics 8:30 AM – 1:30 PM Conquering Age Barriers 1:30 PM – 3:00 PM</p>	<p>14 Plymouth Excel Basics 8:30 AM – 1:30 PM Identifying Your Skills 2:00 PM – 3:30 PM</p>	<p>15 Plymouth Job Link 9:00 AM <small>RESEA</small> Interviewing 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small> Resume Development 2:00 PM – 3:00 PM</p>	<p>16</p>
<p>19 Rochester Job Link 9:00 AM Interviewing 9:45 AM – 11:00 AM <small>Group check-in 1:30 pm – invite only</small> Identifying Your Skills 2:00 PM – 3:30 PM</p>	<p>20 Rochester <small>Job Applications - Invite Only at HSE Building 9:00 AM – 10:00 AM</small> Keyboarding 10:30 AM – 11:30 AM Publisher Basics 1:00 PM – 3:00 PM</p>	<p>21 Plymouth PowerPoint Basics 8:30 AM – 1:00 PM Resume Critique 1:30 PM – 2:30 PM</p>	<p>22 Plymouth Job Link 9:00 AM <small>RESEA</small> Conquering Age Barriers 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small></p>	<p>23</p>
<p>26 Rochester Job Link 9:00 AM ICC-Resume/Cover Letter 9:45 AM – 11:00 AM <small>Group check-in 1:30 pm – invite only</small> Resume Critique 2:00 PM – 2:30 PM</p>	<p>27 Rochester PowerPoint Basics 8:30 AM – 1:00 PM</p>	<p>28 Plymouth Publisher Basics 8:30 AM – 11:00 AM Job Applications 1:00 PM – 2:00 PM</p>		

Name: _____ Last 4 SS #: _____ Phone: _____

Circle Workshops – Turn sheet in to a staff member