



### ~ March 2018 ~

Mon	Tue	Wed	Thu	Fri
			<b>1 Plymouth</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Computer Basics</b> 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small> <b>Internet Basics</b> 2:00 PM – 3:30 PM	<b>2</b>  <small>See Warsaw Calendar for Workshops</small>  <small>Warsaw</small> <small>Computer Basics</small> <small>8:30 AM – 10:00 AM</small> <small>Word Basics</small> <small>10:30 AM – 3:30 PM</small>
<b>5 Rochester</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Computer Basics</b> 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small> <b>Internet Basics</b> 2:00 PM – 3:30 PM	<b>6 Rochester</b> <b>Word Basics</b> 8:30 AM – 1:00 PM <b>Resume Development</b> 1:30 PM – 2:45 PM	<b>7 Plymouth</b> <b>Word Basics</b> 8:30 AM – 1:00 PM <b>Identifying Your Skills</b> 1:30 PM – 3:00 PM	<b>8 Plymouth</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>ICC-Resume Lab</b> 9:45 AM – 11:00 AM <small>RESEA Group check-in 1:30 pm – invite only</small>	<b>9</b>  <small>See Warsaw Calendar for Workshops</small>  <small>Warsaw</small> <small>Excel Basics</small> <small>8:30 AM – 1:30 PM</small> <small>Resume Critique</small> <small>1:30 PM – 2:30 PM</small>
<b>12 Rochester</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Job Applications</b> 10:00 AM – 11:00 AM <small>RESEA Group check-in 1:30 pm – invite only</small>	<b>13 Rochester</b> <b>Excel Basics</b> 8:30 AM – 1:30 PM <b>Keyboarding</b> 2:00 PM – 2:30 PM	<b>14 Plymouth</b> <b>Excel Basics</b> 8:30 AM – 1:30 PM <b>Keyboarding</b> 2:00 PM – 2:30 PM	<b>15 Plymouth</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Interviewing</b> 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small> <b>Resume Development</b> 2:00 PM – 3:00 PM	<b>16</b>  <small>See Warsaw Calendar for Workshops</small>  <small>Warsaw</small> <small>PowerPoint Basics</small> <small>8:30 AM – 1:30 PM</small> <small>Interviewing</small> <small>1:30 PM – 2:30 PM</small>
<b>19 Rochester</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Interviewing</b> 9:45 AM – 11:00 AM <small>RESEA Group check-in 1:30 pm – invite only</small> <b>Identifying Your Skills</b> 2:00 PM – 3:30 PM	<b>20 Rochester</b> <small>Interviewing - Invite Only at HSE Building</small> <small>9:00 AM – 10:00 AM</small> <b>Conquering Age Barriers</b> 10:30 AM – 11:30 AM <b>Publisher Basics</b> 1:00 PM – 3:00 PM	<b>21 Plymouth</b> <b>PowerPoint Basics</b> 8:30 AM – 1:00 PM <b>Resume Critique</b> 1:30 PM – 2:30 PM	<b>22 Plymouth</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Conquering Age Barriers</b> 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small>	<b>23 Plymouth</b> <b>ICC-Resume Lab</b> 8:30 AM – 11:00 AM
<b>26 Rochester</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>ICC-Resume/Cover Letter</b> 9:45 AM – 11:00 AM <small>RESEA Group check-in 1:30 pm – invite only</small>	<b>27 Rochester</b> <b>PowerPoint Basics</b> 9:00 AM – 1:30 PM <b>Resume Critique</b> 2:00 PM – 2:30 PM	<b>28 Plymouth</b> <b>Publisher Basics</b> 8:30 AM – 11:00 AM <b>Job Applications</b> 1:00 PM – 2:00 PM	<b>29 Plymouth</b> <b>Job Link</b> 9:00 AM <small>RESEA</small> <b>Resume Critique</b> 9:45 AM – 11:30 AM <small>RESEA Group check-in 1:30 pm – invite only</small>	<b>30</b> <b>HOLIDAY</b> 

Name: \_\_\_\_\_ Last 4 SS #: \_\_\_\_\_ Phone: \_\_\_\_\_

Circle Workshops – Turn sheet in to a staff member