



Free Workshops

## August 2018 Workshop Schedule

\*\*Register on Indiana Career Connect\*\*

[www.gotoworkone.com](http://www.gotoworkone.com)

574 269-3050

[www.indianacareerconnect.com](http://www.indianacareerconnect.com)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
<div style="border: 1px solid black; padding: 10px;"> <p><i>"Job training empowers people to realize their dreams and improve their lives." ~ Sylvia Mathews Burwell ~</i></p> </div>				<p><u>Computer Basics</u> 8:30 AM - 10:00 AM</p> <p><u>Word Basics</u> 10:30 AM - 2:30 PM</p>
6	7	8	9	10
	<p><u>ICC Resume Lab</u> 2:30 PM - 3:30 PM</p>			<p><u>Resume Critique</u> 8:30 AM - 9:30 AM</p> <p><u>Excel Basics</u> 10:00 AM - 3:00 PM</p>
13	14	15	16	17
				<p><u>Interviewing</u> 8:30 AM - 10:00 AM</p> <p><u>PowerPoint Basics</u> 10:30 AM - 2:30 PM</p>
20	21	22	23	24
	<p><u>Resume Development</u> 10:30 AM - 12:00 PM</p>			
27	28	29	30	31
	<p><u>Job Applications</u> 10:30 AM - 11:30 AM</p>			

Circle Workshops – Turn sheet in to a staff member