

DIGITAL SKILLS EVENTS MAY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 OPEN LAB 9:00 - 11:00 AM RESUME 101 1:00 - 3:00 PM	3 NEW EQUIPMENT WORKSHOP 9:30 - 11:30 AM JOB SEARCH 101 1:00 - 3:00 PM	4 STARTING AND FORMATTING WORD 9:00 - 11:30 AM COMPUTER BASICS 1:00 - 3:00 PM	5 LINK to SNAP 1:00 - 3:00 PM LAYOUT IN WORD 9:00 - 11:30 AM COMPUTER BASICS 1:00 - 3:00 PM	6 CUSTOMIZING & REVIEWING IN WORD 9:00 - 11:30 AM COMPUTER BASICS 1:00 - 3:00 PM
9 OPEN LAB 9:00 - 11:00 AM RESUME 101 1:30 - 3:30 PM	10 STARTING AND FORMATTING EXCEL 9:00 - 11:30 AM VIRTUAL WORD BEGINS 5:00 - 7:00 PM for 4 WEEKS	11 FORMULAS AND FUNCTIONS IN EXCEL 9:00 - 11:30 AM	12 LINK to SNAP 1:00 - 3:00 PM FILTERING AND SORTING IN EXCEL 9:00 - 11:30 AM	13 JOB SEARCH 101 10:00 AM - 12:00 PM NEW EQUIPMENT WORKSHOP 1:30 - 3:30 PM
16 OPEN LAB 9:00 - 11:00 AM EMAIL & INTERNET BASICS 1:00 - 3:30 PM	17 STARTING AND FORMATTING WORD 1:00 - 3:30 PM	18 COMPUTER BASICS 9:30 - 11:30 AM LAYOUT IN WORD 1:00 - 3:30 PM	19 LINK to SNAP 1:00 - 3:00 PM COMPUTER BASICS 9:30 - 11:30 AM REVIEWING IN WORD 1:00 - 3:30 PM	20 COMPUTER BASICS 9:30 - 11:30 AM ZOOM ESSENTIALS 1:30 - 3:30 PM
23 OPEN LAB 9:00 - 11:00 AM	24 STARTING AND FORMATTING EXCEL 1:00 - 3:30 PM	25 FORMULAS AND FUNCTIONS IN EXCEL 1:00 - 3:30 PM	26 LINK to SNAP 1:00 - 3:00 PM RESUME 101 9:30 - 11:30 AM FILTERING IN EXCEL 1:00 - 3:30 PM	27 JOB SEARCH 101 9:30 - 11:30 AM EMAIL & INTERNET BASICS 1:00 - 3:30 PM
30 MEMORIAL DAY GOODWILL COMMONS CLOSED	31 ADVANCED EXCEL 9:00 - 11:30 AM ZOOM ESSENTIALS 1:30 - 3:30 PM	ADVANCED EXCEL 9:00 - 11:30 AM COMPUTER BASICS 1:00 - 3:00 PM	LINK to SNAP 1:00 - 3:00 PM RESUME 101 9:30 - 11:30 AM COMPUTER BASICS 1:00 - 3:00 PM	

To Register for Digital Skills Classes Please Contact: 309-682-1113 ext. 2153 or ext. 2115