


# Worksource Bend - Workshop Schedule January 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	Worksource Closed New Year's Holiday	Excel 2 8:45 - 11:45		Excel 3 8:45 - 11:45
		1	2	3
Social Media/LinkedIn Profiles 9-11		Power Point 9-12		Power Point 2 9-12
Scholarship & Training Orientation 1-2	Open Lab	Resumes/Cover Letters 9-11	Open Lab	
7		8	9	10
Keyboarding 9-11		Intro to Computers 8:45 - 11:45		Applying Online 9-11
Scholarship & Training Orientation 1-2	Open Lab	Interviewing Preparation 9-11	Open Lab	
14		15	16	17
Worksource Closed		Word 1 8:45 - 11:45		Word 2 8:45 - 11:45
	Open Lab	Resumes/Cover Letters 9-11	Open Lab	
21		22	23	24
Word 3 8:45 - 11:45		Writing Resumes In Word 9-11		
Scholarship & Training Orientation 1-2	Open Lab	Interviewing Preparation 9-11	Open Lab	
28		29	30	31



Worksource Bend  
1645 Forbes Road  
Bend, Oregon  
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[www.coic2.org](http://www.coic2.org)



**Computer Classes are Free!**  
**CLASS SIZE IS LIMITED TO 14 SEATS- Register Online!**

If you need Accommodations and/or materials in Alternate Format please give a five day notice



Register online at  
[www.imatchskills.org](http://www.imatchskills.org)  
Log in and under resources  
click on: [www.inatchskills.org](http://www.inatchskills.org)

