

**December 2023**

3434 Branard 77027

713-676-8370

METRO #84, #25, #82

[jnoffice@ccschouston.org](mailto:jnoffice@ccschouston.org)

[www.ccschouston.org](http://www.ccschouston.org)

# JobNet

Workshops & Computer Training  
All Clients Must Start With Orientation



JobNet Hours

Mon. – Thu. 9:00 AM - 3:00 PM

Fri. 9:00 AM - 1:00 PM

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
27	28	29	30	1 Self-paced Computer Training 9:30-11:30
4 Self-paced Computer Training 9:30-11:30	5 Windows Basics   10:00-12:00 Power Point Day 1   12:30-3:00	6 Effective Communication 1-2:30	7 Orientation   9:00-11:00 am Computer Basics   10:00-12:00 Power Point Day 2   12:30-3:00	8 Self-paced Computer Training 9:30-11:30
11 Self-paced Computer Training 9:30-11:30  LinkedIn Workshop 1:00-3:00p	12 Windows Basics   10:00-12:00 Word Day 1   12:30-3:00	13 <b><u>CLOSED AT NOON</u></b>	14 Orientation   9:00-11:00 am Computer Basics   10:00-12:00 Word Day 2   12:30-3:00	15 Self-paced Computer Training 9:30-11:30  Job Search 101   9:30-11:00 Interviewing 101   11:30-1:00
18 Self-paced Computer Training 9:30-11:30  Job Hunters Over 50 1:00-3:00p	19 Windows Basics   10:00-12:00 Resume Building   2:00-3:00	20 Self-paced Computer Training 9:30-11:30	21 <b><u>JOBNET CLOSED</u></b>	22 <b><u>CCSC CLOSED</u></b>
25 	26 <b><u>CCSC CLOSED</u></b>	27 <b><u>JOBNET CLOSED</u></b>	28 <b><u>JOBNET CLOSED</u></b>	29 <b><u>JOBNET CLOSED</u></b>