

**November 2024**

3434 Branard 77027

737-738-5387

METRO #84, #25, #82

# 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
				1 Orientation   9:00 – 10:00 Self-paced Computer Training 9:30-11:30
4 Self-paced Computer Training 9:30-11:30	5 Windows Basics   10:00-12:00 Word Day 1   12:30-3:00	6 Networking for success   1:00-2:45  RESUME APPOINTMENT AVAILABLE	7 Computer Basics   10:00-12:00 Word Day 2   12:30-3:00  RESUME APPOINTMENT AVAILABLE	8 Orientation   9:00-10:00 Self-paced Computer Training 9:30-11:30
11 Self-paced Computer Training 9:30-11:30 Linkedin 101   1:00-3:00 ( Must have Linkedin account)	12 Windows Basics   10:00-12:00 PowerPoint Day 1   12:30 –3:00	13 Advance your career using technology (a.i)   11:30 –12:45 Resume Building   2:00-3:00	14 Computer Basic   10:00- 12:00 PowerPoint Day 2   12:30 –3:00  RESUME APPOINTMENT AVAILABLE	15 Orientation   9:00-10:00 Self-paced Computer Training 9:30-11:30
18 Self-paced Computer Training 9:30-11:30 Budgeting 101   10:00-11:45 Job Hunters Over 50   1:00-3:00	19 Windows Basics   10:00-12:00	20 Art of Interviewing   10:00-12:00 Marketing yourself   1:00-2:00  RESUME APPOINTMENT AVAILABLE	21 Computer Basic   10:00- 12:00  RESUME APPOINTMENT AVAILABLE	22 Orientation   9:00-10:00 Self-paced Computer Training 9:30-11:30
25 Self-paced Computer Training 9:30-11:30  Transferable Soft Skills   1:30-2:45	26 Windows Basics   10:00-12:00  Goal Setting   12:30-1:30	27  <b>JobNet Closed</b> 	28  <b>THANKSGIVING!</b> 	29  <b>CCSC CLOSED</b> 