





COIC/WorkSource Madras February 2010



Monday	Tuesday	Wednesday	Thursday	Friday
1 8:30-9 AM Group Planning	2 8:30-9 AM Group Planning 9-10 AM Life Skills 3-4:30 PM Intro to Computers (Spanish)	3 8:30-9 AM Group Planning	4 8:30-9 AM Group Planning 10-11:30 AM Intro to Computers (English)	5 8:30-9 AM Group Planning W.E. Orientation
8 8:30-9 AM Group Planning 10-11:30 AM Resumes, Cover Letters & Applications (English)	9 8:30-9 AM Group Planning 9-10 AM Life Skills	10 8:30-9 AM Group Planning 10-11:30 AM Interviews (English)	11 8:30-9 AM Group Planning 10-11:30 AM Intro to Word (English)	12 8:30-9 AM Group Planning W.E. Orientation 10-12 PM Neighbor Impact Weatherization and Energy Education Classes (English)
15  OFFICE CLOSED	16 8:30-9 AM Group Planning 9-10 AM Life Skills 3-4:30 PM Intro to Computers (Spanish)	17 8:30-9 AM Group Planning  Legal Aid 1-4 PM	18 8:30-9 AM Group Planning	19 8:30-9 AM Group Planning W.E. Orientation 10-12 PM Neighbor Impact Weatherization and Energy Education Classes (English)
22 8:30-9 AM Group Planning 10-11:30 AM Resumes, Cover Letters & Applications (English)	23 8:30-9 AM Group Planning 9-10 AM Life Skills	24 8:30-9 AM Group Planning 10-11:30 AM Internet Job Search (English)	25 8:30-9 AM Group Planning 10-11:30 AM Intro to Excel (English)	26 8:30-9 AM Group Planning W.E. Orientation
	If you are 5 minutes late, please re- schedule for the next available class.		If you need accommodations please give a 5 day notice.	



Please call to register for classes at 475-7118, ext. 240
Initial Skills Review must be completed prior to taking a class.

