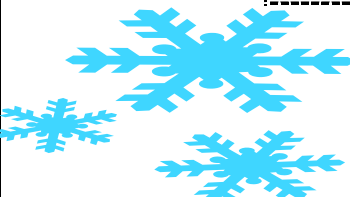
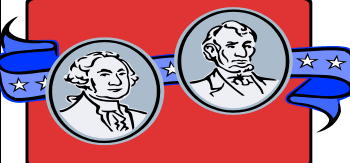
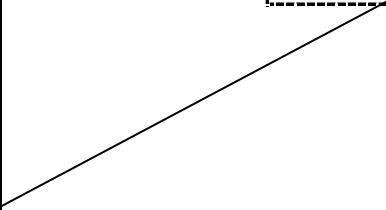
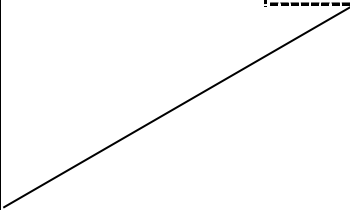


COIC/WorkSource Madras February/Febrero 2012

Monday	Tuesday	Wednesday	Thursday	Friday
<p><u><i>If you need accommodations please give a 5 day notice.</i></u></p> <p><u><i>Servicios para personas con impedimentos estan disponibles al pedirlos</i></u></p>	<p><u><i>If you are 10 minutes late, please reschedule for the next available class.</i></u></p> <p><u><i>Si usted llega 10 minutos tarde, porfavor haga una cita para la siguiente clase</i></u></p>	<p style="text-align: right; font-weight: bold;">1</p> <p>10:00 - 11:30 a.m. Resumes 1</p> <p>2:00 - 3:30 p.m. Resumes 2</p>	<p style="text-align: right; font-weight: bold;">2</p> <p style="text-align: center;">No Workshop</p>	<p style="text-align: right; font-weight: bold;">3</p> 
<p style="text-align: right; font-weight: bold;">6</p> <p>10:00 - 11:30 a.m. Intro to Powerpoint</p> <p>2:00 - 3:30 p.m. Don't Lose That Job!</p>	<p style="text-align: right; font-weight: bold;">7</p> <p>10 :00- 11:30 a.m. Get Financially Fit</p> <p>1:00 - 2:00 p.m. Life Skills</p>	<p style="text-align: right; font-weight: bold;">8</p> <p>10:00 - 11:30 a.m. Intro to Word</p> <p>2:00 - 3:30 p.m. Word 2</p>	<p style="text-align: right; font-weight: bold;">9</p> <p>10:00 - 11:30 a.m. Intro to Computers</p> <p>1:00 - 3:00 p.m. GED Pretesting</p>	<p style="text-align: right; font-weight: bold;">10</p>
<p style="text-align: right; font-weight: bold;">13</p> <p>10:00 - 11:30 a.m. Intro to Excel</p> <p>2:00 - 3:30 p.m. Excel 2</p>	<p style="text-align: right; font-weight: bold;">14</p> <p>9:00 - 11:30 a.m. Assessments</p> <p>1:00 - 2:00 p.m. Life Skills</p>	<p style="text-align: right; font-weight: bold;">15</p> <p>10:00 - 11:30 a.m. Intro to Excel</p> <p>2:00 - 3:30 p.m. Excel 2</p>	<p style="text-align: right; font-weight: bold;">16</p> <p>10:00 - 11:30 a.m. Interviewing</p> <p>1:00 - 3:00 p.m. GED Pretesting</p>	<p style="text-align: right; font-weight: bold;">17</p> 
<p style="text-align: right; font-weight: bold;">20</p> <p style="text-align: center;">Closed for President's Day</p>	<p style="text-align: right; font-weight: bold;">21</p> <p>10:00 - 11:30 a.m. Intro to Computers</p> <p>1:00 - 2:00 p.m. Life Skills</p>	<p style="text-align: right; font-weight: bold;">22</p> <p>9:00 a.m. - Noon Legal Aid</p> <p>10:00- 11:30 a.m. Online Applications</p> <p>2:00 - 3:30 p.m. Internet Job Search</p>	<p style="text-align: right; font-weight: bold;">23</p> <p>10:00 - 11:30 a.m. Intro to Powerpoint</p> <p>1:00 - 3:00 p.m. GED Pretesting</p>	<p style="text-align: right; font-weight: bold;">24</p>
<p style="text-align: right; font-weight: bold;">27</p> <p>10:00 - 11:30 a.m. Intro to Word</p> <p>2:00 - 3:30 p.m. Word 2</p>	<p style="text-align: right; font-weight: bold;">28</p> <p>10:00 - 11:30 a.m. Intro to Computers</p> <p>1:00 - 2:00 p.m. Life Skills</p>	<p style="text-align: right; font-weight: bold;">29</p> <p>10:00 - 11:30 a.m. Email</p> <p>2:00 - 3:30 p.m. File Management</p>		

Please call to register for classes at 475-7118, ext. 243 * Initial Skills Review must be completed prior to taking a class.
 Favor de llamar y registrarse para las clases a 475-7118, Ext. 243 * Registracion necesita ser completado antes de tomar una clase