

Computer Workshop Calendar

October 2018



Visit WHW's New Job Search Center - Open Monday-Friday 9am to 5pm
 Two Laptops available for job search activities (first come, first serve)
 Work on your Resume, Apply for Jobs, Update LinkedIn Profile and more!



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 PowerPoint Wk.1 10:00am-12:00pm Intermediate Excel Wk.1 1:00pm-3:00pm	2 Open Lab 11:00am – 1:00pm	3 Advanced Excel Wk. 1 10:00am-12:00pm Word Wk. 1 1:00pm – 3:00pm	4 Basic Computers-Word 1:00pm – 3:00pm	5 Google Tools Wk. 1 10:00am-12:00pm Basic QuickBooks Wk.1 1:00pm-3:00pm	6
8 PowerPoint Wk.2 10:00am-12:00pm	9 Open Lab 11:00am – 5:00pm	10 Advanced Excel Wk. 2 10:00am-12:00pm Word Wk. 2 1:00pm – 3:00pm	11 Basic Computer-Excel 1:00pm – 3:00pm	12 Google Tools Wk. 2 10:00am-12:00pm Basic QuickBooks Wk.2 1:00pm-3:00pm	13
15 PowerPoint Wk.3 10:00am-12:00pm Intermediate Excel Wk.2 1:00pm-3:00pm	16 Open Lab 11:00am – 5:00pm	17 Advanced Excel Wk. 3 10:00am-12:00pm Word Wk. 3 1:00pm – 3:00pm	18 Basic Computers-Word 1:00pm – 3:00pm Evening Basic QuickBooks Wk.1 5:00pm-6:30pm	19 Open Lab 9:00am – 1:00pm Advanced QuickBooks Wk.1 1:00pm-3:00pm	20
22 PowerPoint Wk.4 10:00am-12:00p Intermediate Excel Wk.3 1:00pm-3:00pm	23 Open Lab 11:00am – 1:00pm	24 Advanced Excel Wk. 4 10:00am-12:00pm Word Wk. 4 1:00pm – 3:00pm	25 Basic Computers-Excel 1:00pm – 3:00pm Evening Basic QuickBooks Wk.2 5:00pm-6:30pm	26 Open Lab 9:00am – 1:00pm Advanced QuickBooks Wk.2 1:00pm-3:00pm	27
29 Open Lab 9:00am – 3:00pm Intermediate Excel Wk.4 1:00pm-3:00pm	30 Open Lab 11:00am – 5:00pm	31 Open Lab 9:00am – 5:00pm			

WHW

2803 McGaw Avenue, Irvine, CA 92614 | 949.631.2333 | www.WHW.org
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Please call us for questions on how to sign up for our workshops!