

Bold – Arundel Mills (AM)

**Italics – Glen Burnie (GB)*

Underlined-Annapolis (ANN)



August 2008



Monday	Tuesday	Wednesday	Thursday	Friday
				1 <i>*Resume Writing – (GB)</i> 9:30 – 11:00 a.m. Active Resume – (AM) 9:00 – 11:30 a.m. Interview Skills – (AM) 12:30 – 3:00 p.m.
4	5	6	7	8
11 <i>*Interviewing Skills – (GB)</i> 9:30 – 11:00 a.m.	12	13 Computer Basics I – (AM) 9:00 – 11:00 a.m. Intro to Excel I – (AM) 1:00 – 3:00 p.m.	14 Computer Basics II – (AM) 9:00 – 11:00 a.m. Intro to Excel II – (AM) 1:00 – 3:00 p.m.	15 Resume Clinic – (AM) 9:00 – 11:30 a.m. Interview Live – (AM) 12:30 – 3:00 p.m.
18 <i>*Benefits Planner - (GB)</i> 10:00 a.m. – 3:45 p.m.	19 <i>*Computer Basics I – (GB)</i> 10:00 a.m. – 12:00 noon <i>*Intro to Excel I – (GB)</i> 1:30 – 3:30 p.m.	20 <i>*Computer Basics II – (GB)</i> 10:00 a.m. – 12:00 noon <i>*Intro to Excel II – (GB)</i> 1:30 – 3:00 p.m.	21	22
25	26	27 <i>*Keyboarding – (GB)</i> 9:00 – 11:00 a.m. <i>*Intro to Internet – (GB)</i> 1:00 – 3:00 p.m.	28	29