

**Bold – Arundel Mills (AM)**

*\*Italics – Glen Burnie (GB)*

Underlined-Annapolis (ANN)



# October 2008



Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3 <i>*Resume Writing – (GB)</i> 9:30 – 11:00 a.m. <b>Active Resume – (AM)</b> 9:00 – 11:30 a.m. <b>Interview Skills – (AM)</b> 12:30 – 3:00 p.m.
6	7 <i>*Interviewing Skills – (GB)</i> 9:30 – 11:00 a.m.	8	9	10
13 <b>COLUMBUS DAY</b>	14 <b>Computer Basics I – (AM)</b> 9:00 – 11:00 a.m. <b>Intro to Excel I – (AM)</b> 1:00 – 3:00 p.m.	15 <b>Computer Basics II – (AM)</b> 9:00 – 11:00 a.m. <b>Intro to Excel II – (AM)</b> 1:00 – 3:00 p.m.	16	17 <b>Resume Clinic – (AM)</b> 9:00 – 11:30 a.m. <b>Interview Live – (AM)</b> 12:30 – 3:00 p.m.
20 <i>*Benefits Planner - (GB)</i> 10:00 a.m. – 3:45 p.m.	21 <i>*Computer Basics I – (GB)</i> 10:00 a.m. – 12 noon <i>*Intro to Excel I – (GB)</i> 1:30 – 3:30 p.m. <hr/> <i>*Keyboarding – (GB)</i> 10:00 a.m. – 12 noon <i>*Intro to Internet – (GB)</i> 1:30 – 3:30 p.m.	22 <i>*Computer Basics II – (GB)</i> 10:00 a.m. – 12 noon <i>*Intro to Excel II – (GB)</i> 1:30 – 3:30 p.m.	23	24
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