

Bold – Arundel Mills (AM)

**Italics – Glen Burnie (GB)*

Underlined-Annapolis (ANN)



November 2008



Monday	Tuesday	Wednesday	Thursday	Friday
3 <i>*Interviewing Skills – (GB)</i> 9:30 – 11:00 a.m.	4 ELECTION DAY	5 Computer Basics I – (AM) 9:00 – 11:00 a.m. Intro to Excel I – (AM) 1:00 – 3:00 p.m.	6 Computer Basics II – (AM) 9:00 – 11:00 a.m. Intro to Excel II – (AM) 1:00 – 3:00 p.m.	7 <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.
10	11 VETERANS DAY	12 <i>*Computer Basics I – (GB)</i> 10:00 a.m. – 12 noon <i>*Intro to Excel 1 – (GB)</i> 1:30 – 3:30 p.m.	13 <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.	14
17 <i>*Benefits Planner - (GB)</i> 10:00 a.m. – 3:45 p.m.	18	19	20 Keyboarding – (AM) 9:00 – 11:00 a.m. Intro to Internet – (AM) 1:00 – 3:00 p.m.	21 Resume Clinic – (AM) 9:00 – 11:30 a.m. Interview Live – (AM) 12:30 – 3:00 p.m.
24	25	26	27 THANKSGIVING	28 THANKSGIVING
29	30			