

April 2014 Sessions, Seminars and Classes

Monday	Tuesday	Wednesday	Thursday	Friday	SESSION LOCATIONS
<p style="text-align: right;">March 31</p> <p>MoHealthWins Information Session 8:45 am – 12:00 pm</p>	<p>Basic Computer 1 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Vocational Rehab: 1:15 - 3:15pm Remediation: 1:00 – 5:00 pm <u>Professional Series</u> Online Applications: 1:00 – 3:00 pm</p>	<p>Work Keys 2 9:00 am – 1: 30 pm Build a More Effective Resume 1:00 – 3:00 pm Job Club (Lifeline): 1:00 – 5:00 pm</p>	<p>Basic Computer 3 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume – 11:00 am – 1:00 pm <u>Professional Series</u> Interview/Resume Workshop 1:00 – 4:00 pm</p>	<p>Job Seeking Skills 4 9:00 – 11:00 am Training Orientation: 10:00am–12:00 pm Basic Computer Skills Review 11:00 am – 1:00 pm Job Club (JCCP): 1:00 – 5:00 pm</p>	<p>JOBS COMPUTER LAB</p> <ul style="list-style-type: none"> Basic Computer 1, 2/Mousing/Skills Review/Ask the Experts Follow-up for Build/Resume Intermediate Computer Intro to the Internet, Work Keys Job Seeking Skills, JCCP/Lifeline MoHealthWins, Remediation <p>ARCH OR OLD CATHEDRAL CONFERENCE ROOM</p> <ul style="list-style-type: none"> Build a More Effective Resume <p>ARCH CONFERENCE ROOM</p> <ul style="list-style-type: none"> Conducting a Job Search Customer Service Interview Skills Club <p>FOREST PARK CONFERENCE RM</p> <ul style="list-style-type: none"> Introduction to Career Center Svcs <p>COURTHOUSE CONFERENCE RM</p> <ul style="list-style-type: none"> Professional Series Training Orientation <p>Vocational Rehabilitation Appointments: Ask for B. Collaso *****</p> <p>ALL events <u>must</u> be scheduled! See the Skills Team!</p> <p>Computer Skills must be assessed for appropriate scheduling</p>
<p>MoHealthWins Information Session 7 8:45 am – 12:00 pm Interview Skills Club: 9:00 – 11:30 am Build a More Effective Resume 1:00 – 3:00 pm</p>	<p>Basic Computer 8 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Customer Service:2:00 – 4:00 pm Vocational Rehab: 1:15 – 3:15pm</p>	<p>Intermediate Computer 9 10:00 am – 12:30 pm Basic Computer Part 1 : 2:00 – 4:00 pm</p>	<p>Basic Computer 10 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume – 11:00 am – 1:00 pm Remediation: 1:00 – 5:00 pm</p>	<p>Mousing Skills Club 11 9:00 – 11:00 am Training Orientation: 10:00am–12:00 pm Basic Computer Skills Review 11:00 am – 1:00 pm Job Club (Lifeline): 1:00 – 5:00 pm</p>	
<p>MoHealthWins Information Session 14 8:45 am – 12:00 pm Conducting a Job Search <small>(Job Goal/Barriers/Applications/Appearance/Retention)</small> 9:00 – 11:00 am Intermediate Computer 1:30 – 3:00 pm</p>	<p>Basic Computer 15 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Vocational Rehab: 1:15 – 3:15pm Remediation: 1:00 – 5:00 pm</p>	<p>Work Keys 16 9:00 am – 1: 30 pm Build a More Effective Resume 1:00 – 3:00 pm Job Club (Lifeline): 1:00 – 5:00 pm</p>	<p>Basic Computer 17 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume – 11:00 am – 1:00 pm</p>	<p>Intro to Career Center Svcs 18 9:00 – 11:00 am Intro to the Internet: 9:00 – 11:00 am Training Orientation: 10:00am–12:00pm Basic Computer Skills Review 11:00 am – 1:00 pm Job Club (JCCP):1:00 – 5:00 pm</p>	
<p>MoHealthWins Information Session 21 8:45 am – 12:00 pm Interview Skills Club: 9:00 – 11:30 am Build a More Effective Resume 1:00 – 3:00 pm</p>	<p>Basic Computer 22 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Customer Service: 2:00 – 4:00 pm Vocational Rehab: 1:15 - 3:15pm</p>	<p>Intermediate Computer 23 10:00 am – 12:30 pm Basic Computer Part 1 : 2:00 – 4:00 pm</p>	<p>Basic Computer 24 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume - 11:00 am – 1:00 pm Remediation: 1:00 – 5:00 pm</p>	<p>Mousing Skills Club 25 9:00 – 11:00 am Training Orientation: 10:00am–12:00pm Basic Computer Skills Review 11:00 am – 1:00 pm Job Club (Lifeline): 1:00 – 5:00 pm</p>	
<p>MoHealthWins Information Session 28 8:45 am – 12:00 pm</p>	<p>Vocational Rehab 29 1:15 – 3:15pm Remediation: 1:00 – 5:00 pm</p>	<p>Build a More Effective Resume 30 1:00 – 3:00 pm Job Club (Lifeline): 1:00 – 5:00 pm</p>	<p>Basic Computer May 1 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume - 11:00 am – 1:00 pm</p>	<p>Basic Computer May 2 Part 1 : 9:00 – 11:00 am Training Orientation: 10:00am–12:00pm Basic Computer Skills Review 11:00 am – 1:00 pm Job Club (JCCP):1:00 – 5:00 pm</p>	