

July 2014 Sessions, Seminars and Classes

Monday	Tuesday	Wednesday	Thursday	Friday	SESSION LOCATIONS
June 30 Interview Skills Club 9:00 – 11:30 am	Remediation: 1:00 – 5:00 pm 1 Vocational Rehab: 1:15 - 3:15pm <u>Professional Series</u> Online Applications: 1:00 – 3:00 pm	Work Keys 2 9:00 am – 1: 30 pm Job Club (Lifeline): 1:00 – 5:00 pm	<u>Professional Series</u> 3 Interview/Resume Workshop 1:00 – 4:00 pm	Independence Day Holiday 4	JOBS COMPUTER LAB <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 ARCH OR OLD CATHEDRAL CONFERENCE ROOM <ul style="list-style-type: none"> Build a More Effective Resume ARCH CONFERENCE ROOM <ul style="list-style-type: none"> Conducting a Job Search Customer Service Interview Skills Club COURTHOUSE CONFERENCE ROOM <ul style="list-style-type: none"> Professional Series Training Orientation Introduction to Career Center Svcs <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>
7 Build a More Effective Resume 1:00 – 3:00 pm	Basic Computer 8 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Vocational Rehab: 1:15 – 3:15pm Conducting a Job Search (Job Goal/Barriers/Applications/Appearance/Retention) 2:00 – 4:30 pm	Intermediate Computer 9 10:00 am – 12:30 pm	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	Job Seeking Skills 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	
MoHealthWins Information Session 14 8:45 am – 12:00 pm Intermediate Computer 1:00 – 3:30 pm	Basic Computer 15 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Remediation: 1:00 – 5:00 pm Vocational Rehab: 1:15 – 3:15pm	Work Keys 16 9:00 am – 1: 30 pm Customer Service 10:00am – 12:00 pm Build a More Effective Resume 1:00 – 3:00 pm Job Club (Lifeline): 1:00 – 5:00 pm	Basic Computer 17 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume – 11:00 am – 1:00 pm	Mousing Skills Club 18 9:00 – 11:00 am Training Orientation: 10:00am–12:00pm Basic Computer Skills Review 11:00 am – 1:00 pm	
Interview Skills Club 21 9:00 – 11:30 am Build a More Effective Resume 1:00 – 3:00 pm	Basic Computer 22 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Vocational Rehab: 1:15 - 3:15pm	Intermediate Computer 23 10:00 am – 12:30 pm Basic Computer Part 1 : 2:00 – 4:00 pm	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	Intro to the Internet 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	
MoHealthWins Information Session 28 8:45 am – 12:00 pm Conducting a Job Search (Job Goal/Barriers/Applications/Appearance/Retention) 1:00 – 3:30 pm	Basic Computer 29 Part 1 : 9:00 – 11:00 am Ask the Experts: 11:30a – 12:30p Remediation: 1:00 – 5:00 pm	Build a More Effective Resume 30 1:00 – 3:00 pm Job Club (Lifeline): 1:00 – 5:00 pm	Basic Computer Aug 1 Part 2: 9:00 – 11:00 am Follow-up: Build a More Effective Resume - 11:00 am – 1:00 pm	Mousing Skills Club Aug 2 9:00 – 11:00 am Training Orientation: 10:00am–12:00pm Basic Computer Skills Review 11:00 am – 1:00 pm	

SLATE MCC is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers in this document may be reached by persons using TTY/TDD equipment via the Missouri Relay Service at 711.