



# FREE Computer Workshops!

## January 2012



LUTHERAN SOCIAL SERVICES  
OF NEVADA

| Sun | Mon   | Tue                                      | Wed   | Thu                                      | Fri   | Sat |
|-----|---|--|---|--|---|-----|
| 1   | 2<br><b>OFFICE CLOSED</b>                           | 3<br>8:00AM—4:00PM<br>Open Computer Lab  | 4<br>1:00PM - 2:30PM<br>Job Interviewing<br>Techniques          | 5<br>8:00AM—4:00PM<br>Open Computer Lab  | 6<br>1:00PM - 2:30PM<br>Mock Interviews                           | 7   |
| 8   | 9<br>1:00PM - 2:30PM<br>Intro to<br>Microsoft Excel | 10<br>8:00AM—4:00PM<br>Open Computer Lab | 11<br>1:00PM - 2:30PM<br>Working in Microsoft<br>Excel (cont.). | 12<br>8:00AM—4:00PM<br>Open Computer Lab | 13<br>1:00PM - 2:30PM<br>Working in<br>Microsoft<br>Excel (cont.) | 14  |
| 15  | 16<br>1:00PM - 2:30PM<br>Intro to the<br>Internet   | 17<br>8:00AM—4:00PM<br>Open Computer Lab | 18<br>1:00PM - 2:30PM<br>Working with the<br>Internet           | 19<br>8:00AM—4:00PM<br>Open Computer Lab | 20<br>1:00PM - 2:30PM<br>Working with the<br>Internet (cont.)     | 21  |
| 22  | 23<br>1:00PM - 2:30PM<br>Intro to<br>Microsoft Word | 24<br>8:00AM—4:00PM<br>Open Computer Lab | 25<br>1:00PM - 2:30PM<br>Working in<br>Microsoft Word (cont.).  | 26<br>8:00AM—4:00PM<br>Open Computer Lab | 27<br>1:00PM - 2:30PM<br>Working in<br>Microsoft Word<br>(cont.)  | 28  |
| 29  | 30<br>1:00PM - 2:30PM<br>Resume Writing             | 31<br>8:00AM—4:00PM<br>Open Computer Lab |   |  |   |     |

**Space is limited, please be sure to reserve a computer at the reception desk  
or by calling 639-1730 ext. 29, or email to [kelli@lssnv.org](mailto:kelli@lssnv.org)**