

# Coleman Computer Lab—August 2010

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 <i>Intro to Email</i> 3– 5:30 p.m. <i>Online Job Search</i> 6 pm – 7:30 pm	4 <i>Open Lab</i> 3– 6 p.m. <i>MS Word—Resumes</i> 6– 7:30 p.m.	5 <i>Senior Technology Awareness Program*</i> 1:30– 4 p.m.	6 <i>Web Searching</i> 10:30 a.m.—noon <i>Intro to Facebook</i> 12:30– 2 p.m.	7 <i>Open Lab</i> 1– 4 p.m.
8	9	10 <i>Open Lab</i> 2-5:30 p.m. <i>Keyboarding</i> 6– 7:30 p.m.	11 <i>Open Lab</i> 1-3 pm <i>How to upload and download photos, docs</i> 3– 4 p.m. <i>MS Word—Flyers</i> 4-5:30 p.m.	12 <i>Senior Technology Awareness Program*</i> 1:30– 4 p.m.	13 <i>Welcome to IGoogle</i> 10:30 a.m.—noon <i>Intro to LinkedIn</i> 12:30– 2 p.m. <i>Find jobs with Career-BUILDER</i> 2:30 pm—4 pm	14
15	16	17	18	19 <i>Senior Technology Awareness Program*</i> 1:30– 4 p.m.	20	21
22	23	24	25	26 <i>Senior Technology Awareness Program*</i> 1:30– 4 p.m.	27	28 <i>CB: Keyboarding</i> 10:30– 12:30p.m. <i>CB: Files and Folders</i> 1 – 2:30 pm <i>Intro to Email</i>
29	30	31 <i>Open Lab</i> 1-5:30 pm <i>MS Access—Invoicing DB</i> 6– 7:30 p.m.	1 <i>Open Lab</i> 1– 5:30 p.m. <i>MS Access—Invoicing DB</i> 6– 7:30 p.m. (part 2)			

\*Call 215-686-1460 to register