### Athens Career Center Calendar
#### November 2020

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2</strong></td>
<td>GED Class</td>
<td>GED Class</td>
<td>GED Class</td>
<td><strong>Onsite Career Coaching Sessions</strong></td>
<td><strong>Onsite First Impressions Dress for Success Workshop</strong></td>
</tr>
<tr>
<td>9:30 am – 1:00 pm</td>
<td>9:30 am – 1:00 pm</td>
<td>9:30 am – 1:00 pm</td>
<td>9:30 am – 1:00 pm</td>
<td>9:30 am – 1:00 pm</td>
<td>10:00 am – 11:00 am</td>
</tr>
<tr>
<td>Virtual Information Session</td>
<td>CC Orientation</td>
<td>GED Class</td>
<td>Onsite Mini-Hiring Event</td>
<td>Interviewing Lab</td>
<td>Budgeting Workshop</td>
</tr>
<tr>
<td>10:00 am – 11:00 am</td>
<td>CareerConnector</td>
<td>10:00 am – 12:00 pm</td>
<td>10:00 am – 11:00 am</td>
<td>10:00 am – 12:00 pm</td>
<td>10:00 am – 11:00 am</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Virtual Career Drop-In</td>
<td>Basic Email Workshop</td>
<td>Virtual Information Session</td>
<td>Resume Lab</td>
<td>Onsite Resume Lab</td>
</tr>
<tr>
<td>11:00 am – 12:00 pm</td>
<td>Virtually and Onsite</td>
<td>10:00 am – 11:00 am</td>
<td>10:00 am – 11:00 am</td>
<td>10:00 am – 12:00 pm</td>
<td>10:00 am – 12:00 pm</td>
</tr>
<tr>
<td>Virtual Career Drop-In</td>
<td>GED Class</td>
<td>Virtual Career Drop-In</td>
<td>Virtual Job Fair</td>
<td>Virtual Job Fair</td>
<td>How to use CareerConnector</td>
</tr>
<tr>
<td>11:00 am – 12:00 pm</td>
<td>9:30 am – 1:00 pm</td>
<td>11:00 am – 12:00 pm</td>
<td>10:00 am – 1:00 pm</td>
<td>11:00 am – 12:00 pm</td>
<td>Virtually and Onsite</td>
</tr>
<tr>
<td>ESL</td>
<td>GED Class</td>
<td>ESL</td>
<td>Virtual Career Drop-In</td>
<td>Introduction to MS Access 2016</td>
<td>1:00 pm – 2:00 pm</td>
</tr>
<tr>
<td>1:00 pm – 3:00 pm</td>
<td>Introduction to MS Word</td>
<td>Google Chrome Workshop</td>
<td>1:00 pm – 3:00 pm</td>
<td>1:00 pm – 3:00 pm</td>
<td>How to use Zoom</td>
</tr>
<tr>
<td>2:00 pm – 5:00 pm</td>
<td>GED Class</td>
<td>Virtual Information Session</td>
<td>Managing Credit Workshop</td>
<td>1:00 pm – 2:00 pm</td>
<td></td>
</tr>
<tr>
<td>Resume Workshop</td>
<td>9:30 am – 1:00 pm</td>
<td>6:00 pm – 7:00 pm</td>
<td>10:00 am – 11:00 am</td>
<td>10:00 am – 11:00 am</td>
<td>Virtually and Onsite</td>
</tr>
<tr>
<td>2:00 pm – 3:00 pm</td>
<td>CareerConnector</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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</tr>
<tr>
<td>Virtual Internet Workshop</td>
<td>Basic Internet Workshop</td>
<td>Introduction to MS Outlook</td>
<td>How to Market my Business on Social Media Part 1</td>
<td>Introduction to MS Access 2016</td>
<td>How to use Zoom</td>
</tr>
<tr>
<td>10:00 am – 11:00 am</td>
<td>Virtually and Onsite</td>
<td>Virtually and Onsite</td>
<td>6:00 pm – 7:00 pm</td>
<td>10:00 am – 11:00 am</td>
<td>10:00 am – 11:00 am</td>
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<tr>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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</tbody>
</table>

Please contact the Career Center before attending classes to ensure the course schedule has not changed. Class schedules are subject to change without notice.

**Athens Goodwill Career Center**: 4070 Lexington Rd, Athens GA 30605 | 706.395.1560

**Hours of Service**
- Mon-Fri: 9:00am-5:00pm
- Sat: 9:00am-12:00pm
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**November 2020**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>GED Class</td>
<td>9:30 am – 1:00 pm</td>
<td>Virtual Information Session</td>
</tr>
<tr>
<td></td>
<td>Virtual Career Drop-In</td>
<td>11:00 am – 12:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
</tr>
<tr>
<td></td>
<td>ESL</td>
<td>1:00 pm – 3:00 pm</td>
<td>Digital Skills Assessment</td>
</tr>
<tr>
<td></td>
<td>NorthStar</td>
<td>2:00 pm – 5:00 pm</td>
<td>Resume Workshop</td>
</tr>
<tr>
<td></td>
<td>Virtual and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td></td>
<td>Introduction to MS Excel</td>
<td>6:00 pm – 7:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
</tr>
<tr>
<td>17</td>
<td>GED Class</td>
<td>9:30 am – 1:00 pm</td>
<td>CC Orientation</td>
</tr>
<tr>
<td></td>
<td>CareerConnector</td>
<td>10:00 am – 11:00 am</td>
<td>Intermediate MS Word</td>
</tr>
<tr>
<td></td>
<td>Virtually and Onsite</td>
<td>10:00 am – 11:00 am</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
</tr>
<tr>
<td></td>
<td>ESL</td>
<td>1:00 pm – 3:00 pm</td>
<td>Digital Skills</td>
</tr>
<tr>
<td></td>
<td>NorthStar</td>
<td>2:00 pm – 5:00 pm</td>
<td>Resume Workshop</td>
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<td></td>
<td>Virtually and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td></td>
<td>Internet</td>
<td>2:00 pm – 3:00 pm</td>
<td>Workplace Communication Skills Workshop</td>
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<td>Virtually and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td></td>
<td>Virtual Information Session</td>
<td>6:00 pm – 7:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td>18</td>
<td>ESL</td>
<td>1:00 pm – 3:00 pm</td>
<td>Listening Skills Workshop</td>
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<td></td>
<td>NorthStar</td>
<td>2:00 pm – 3:00 pm</td>
<td>Resume Workshop</td>
</tr>
<tr>
<td></td>
<td>Virtually and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td>19</td>
<td>GED Class</td>
<td>9:30 am – 1:00 pm</td>
<td>Onsite Mini-Hiring Event</td>
</tr>
<tr>
<td></td>
<td>Onsite and Onsite</td>
<td>10:00 am – 12:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
</tr>
<tr>
<td></td>
<td>ESL</td>
<td>1:00 pm – 3:00 pm</td>
<td>Introduction to Linux</td>
</tr>
<tr>
<td></td>
<td>Virtually and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td>20</td>
<td>GED Class</td>
<td>9:30 am – 1:00 pm</td>
<td>Virtual Information Session</td>
</tr>
<tr>
<td></td>
<td>Onsite and Onsite</td>
<td>10:00 am – 11:00 am</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<tr>
<td></td>
<td>ESL</td>
<td>1:00 pm – 3:00 pm</td>
<td>How to Use Google Docs</td>
</tr>
<tr>
<td></td>
<td>Virtually and Onsite</td>
<td>2:00 pm – 3:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
</tr>
<tr>
<td>21</td>
<td>GED Class</td>
<td>9:30 am – 1:00 pm</td>
<td>How to Market my Business on Social Media Part 2</td>
</tr>
<tr>
<td></td>
<td>Onsite採用</td>
<td>6:00 pm – 7:00 pm</td>
<td><a href="http://www.careerconnector.org">www.careerconnector.org</a></td>
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<table>
<thead>
<tr>
<th>Monday 23</th>
<th>Tuesday 24</th>
<th>Wednesday 25</th>
</tr>
</thead>
</table>
| **GED Class**<br>9:30 am – 1:00 pm  
**Virtual Information Session**<br>10:00 am – 11:00 am  
[www.careerconnector.org](http://www.careerconnector.org)  
**Onsite Goodwill Training Program Information Session**<br>10:30 am – 11:00 am  
**Virtual Career Drop-In**<br>11:00 am – 12:00 pm  
[www.careerconnector.org](http://www.careerconnector.org)  
**ESL**<br>1:00 pm – 3:00 pm  
**Digital Skills Assessment**<br>NorthStar  
2:00 pm – 5:00 pm  
**Resume Workshop**<br>2:00 pm – 3:00 pm  
[www.careerconnector.org](http://www.careerconnector.org)  
**Intermediate MS Word**<br>Virtually and Onsite  
6:00 pm – 7:00 pm  
[www.careerconnector.org](http://www.careerconnector.org) | **GED Class**<br>9:30 am – 1:00 pm  
**Virtual Information Session**<br>10:00 am – 11:00 am  
**CC Orientation CareerConnector**<br>10:00 am – 11:00 am  
**Intermediate MS Excel**<br>Virtually and Onsite  
10:00 am-11:00 am  
[www.careerconnector.org](http://www.careerconnector.org)  
**Virtual Career Drop-In**<br>11:00 am – 12:00 pm  
[www.careerconnector.org](http://www.careerconnector.org)  
**Strategy and Planning**<br>Virtually and Onsite  
2:00 pm – 3:00 pm  
[www.careerconnector.org](http://www.careerconnector.org)  
**Digital Skills**<br>MS Word  
2:00 pm – 3:00 pm  
**Virtual Information Session**<br>6:00 pm – 7:00 pm  
[www.careerconnector.org](http://www.careerconnector.org) | **Thanksgiving Day**  
**Career Center Closed**

<table>
<thead>
<tr>
<th>Thursday 26</th>
<th>Friday 27</th>
<th>Saturday 28</th>
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</thead>
<tbody>
<tr>
<td><strong>Career Center Closed</strong></td>
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<tr>
<td>Intermediate MS PowerPoint</td>
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