

All Workshops are **FREE**—three ways to register:

- * Stop by the WorkForce Center front desk
- * Call us at 218.302.8400
- * Register online www.mn.gov/deed/duluthworkshops


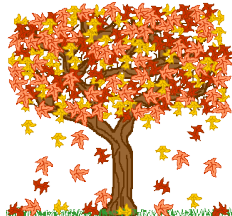


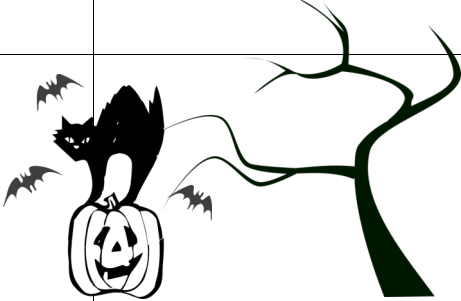
Minnesota WorkForce Center-Duluth

Upon request, the information in this document can be made available in alternative formats for people with disabilities by contacting us at 218-302-8400.

Individuals with disabilities requiring accommodation to attend any of these events should contact us at 218-302-8400.

Workshops— October 2017

Equal Opportunity Employer and Program Provider.

Monday	Tuesday	Wednesday	Thursday	Friday
<p>2 8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club Special Guest—Spherion 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>3 8:30 – 10:30 Beginning Computer - Session 1 of 8 9:30-11:00 Adult Education (ABE) - Accuplacer and GED Prep/Math, Reading & Writing Support 11:00-12:00 Smart Consuming</p>	<p>4 10:30-12:00 Individual Assistance: Quick Job Search Help 12:45-3:00 Adult Education (ABE) Accuplacer and GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>5 8:30 – 10:30 Beginning Computer - Session 2 of 8 9:00-4:00 Creative Job Search</p>	<p>6 </p>
<p>9 8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Interviewing Techniques & Skills 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>10 8:30 – 10:30 Beginning Computer - Session 3 of 8 9:30-11:00 Adult Education (ABE) - Accuplacer and GED Prep/Math, Reading & Writing Support 11:00-12:00 Making a Good Impression</p>	<p>11 10:30-12:00 Individual Assistance: Quick Job Search Help 12:45-3:00 Adult Education (ABE) Accuplacer and GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>12 8:30 – 10:30 Beginning Computer - Session 4 of 8</p>	<p>13 </p>
<p>16 8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>17 8:30 – 10:30 Beginning Computer - Session 5 of 8 9:30-11:00 Adult Education (ABE) - Accuplacer and GED Prep/Math, Reading & Writing Support 11:00-12:00 Problem Solving and Critical Thinking in Today's Work World</p>	<p>18 9:00-11:00 Hiring Event—Center City Housing 10:30-12:00 Individual Assistance: Quick Job Search Help 10:00-11:30 Legal Aid presenting on: Expungement of Criminal Records 12:45-3:00 Adult Education (ABE) Accuplacer and GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>19 8:30 – 10:30 Beginning Computer - Session 6 of 8 9:00-4:00 Creative Job Search</p>	<p>20 </p>
<p>23 8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 9:00-1:30 New Leaf 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Interviewing Techniques & Skills 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>24 8:30 – 10:30 Beginning Computer - Session 7 of 8 9:30-11:00 Adult Education (ABE) - Accuplacer and GED Prep/Math, Reading & Writing Support 11:00-12:00 Debt Reduction 2:00-4:00 How to Start a Business</p>	<p>25 10:30-12:00 Individual Assistance: Quick Job Search Help 12:45-3:00 Adult Education (ABE) Accuplacer and GED Prep/Math, Reading & Writing Support 3:30 WorkForce Center Orientation: Vocational Rehabilitation Services</p>	<p>26 8:30 – 10:30 Beginning Computer - Session 8 of 8</p>	<p>27 </p>
<p>30 8:30 WorkForce Center Orientation: Vocational Rehabilitation Services 8:30-10:30 Using Computers in Job Search 10:30 –11:30 Job Club 1:00-3:00 Create Resumes that Work 1:30-3:00 Individual Assistance: Quick Job Search Help</p>	<p>31 9:30-11:00 Adult Education (ABE) - Accuplacer and GED Prep/Math, Reading & Writing Support 11:00-12:00 Asset Building</p>			<p>Using Computers in Job Search October 2nd LinkedIn October 9th Free & Legal Software October 16th Formatting Your Resume October 23rd Windows 7 October 30th Online Applications</p>