



In-Person Monthly Program Schedule

All classes held at 27 Barrow Street, 4th floor, New York, NY 10014

Our computer lab is open to all members of Lifelong Skills.

Training is available via our scheduled workshops, Computer Support hours, and guided self-study.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>1</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Cooking Class! New Recipes Weekly 10:30 AM - 12: 30 PM</p> <p>Microsoft Word 101 Getting Started with Microsoft Word (Avi Green) 1:30 PM -3:30 PM</p>	<p>2</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Job Search Safari: Navigating the Wilds of AI & Employment" (Adults 60+) (Danette Hamilton) 10:30 AM - 11:30 PM</p> <p>Microsoft Word 2/4 Document Enhancement and Collaboration (Avi Green) 1:30 PM -3:30 PM (2 Hours)</p>	<p>3</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Resume Rescue: Crafting for AI (ATS) Success (60+) (Danette Hamilton) 10:30 AM - 11:30 AM</p> <p>Microsoft Word 3/4 Professional Document Creation and Formatting (Avi Green) 1:30 PM-3:30 PM</p>	<p>4</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Microsoft Word 4/4 Proficiency Assessment in Microsoft Word (Avi Green) 1:30 PM -3:30 PM</p> <p>Job Seeker Roundtable (Jackson Leeds) 1:30 PM-3:30 PM</p>	<p>5</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Adult and Child CPR/AED and First Aid (Andrew Ross) 1:30 PM - 3:30 PM</p> 
<p>8</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Computer Basics 10:00 AM - 12:30 PM</p> <p>Cooking Class w/ Chef Tavares. New Recipes Weekly 10:30 AM - 12: 30 PM</p> <p>Getting Employed in Today's Market. (Andrew Ross) 10:30 AM - 11:30 PM</p> <p>Microsoft Excel 1/4 Introduction to Microsoft Excel Basics (Avi Green) 1:30 AM-3:30 PM (2 Hours)</p> <p>A.I. & Job Search (Jackson Leeds) 1:30 PM -3:30PM</p>	<p>9</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Internet Basics 10:00 AM - 11:30 PM</p> <p>Microsoft Excel 2/4 Data Manipulation and Analysis (Avi Green) 1:30 PM -3:30 PM (2 Hours)</p>	<p>10</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Microsoft Excel 3/4 Data Visualization and Collaboration (Avi Green) 1:30 PM -3:30 PM (2 Hours)</p>	<p>11</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Using Email (Gmail, Yahoo, Outlook) 10:00 AM - 12:30 PM</p> <p>Microsoft Excel 4/4 Proficiency Assessment in Microsoft Excel (Avi Green) 1:30 PM -3:30 PM (2 Hours)</p> <p>Job Seeker Roundtable (Jackson Leeds) 1:30 PM -3:30 PM</p>	<p>12</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Catering 101 Training (Spanish) 10:00 AM - 3:00 PM</p> <p>Zoom 101 1:30 PM -3:30 PM</p> <p>Fit & Flavorful Fridays Nutrition for Healthy Aging (60+) 4:00 PM - 5:30 PM</p>

Feel free to visit our facility for assistance. We offer services like **Career Counseling, Case Management, Vocational Job Readiness, Job Placement, and Computer Lab support.** Walk-ins are welcome! Whether you want to learn about our programs or need help, **stop by anytime.**

Also, Financial Counseling, and Benefits Screening, is available by appointment.

Call 917-261-4598 OR Email workforce@greenwichhouse.org



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<p>15</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Cooking Class w/ Chef Tavares. New Recipes Weekly 10:30 AM - 12:30 PM</p> <p>Microsoft Outlook 1/4 Introduction to Microsoft Outlook Basics (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p>	<p>16</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>"Job Search Safari: Navigating the Wilds of AI & Employment" (Adults 60 +) (Danette Hamilton) 10:30 AM - 11:30 PM</p> <p>Microsoft Outlook 2/4 Email Management and Collaboration (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p>	<p>17</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00AM - 12:30 PM</p> <p>Resume Rescue: Crafting for AI (ATS) Success (60+) (Danette Hamilton) 10:30 AM - 11:30 AM</p> <p>Microsoft Outlook 3/4 Outlook Automation and Efficiency (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p>	<p>18</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Cyber Security: (Avi Green) 10:30 AM - 12:00 PM</p> <p>Microsoft Outlook 4/4 Proficiency Assessment in Microsoft Outlook (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p> <p>Job Seeker Roundtable (Jackson Leeds) 1:30 PM - 3:30 PM</p>	<p>19</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Social Media 101 (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p> 
<p>22</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Cooking Class w/ Chef Tavares. New Recipes Weekly 10:30 AM - 12:30 PM</p> <p>LinkedIn 1/4 LinkedIn Fundamentals for Professional Networking (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p>	<p>23</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>LinkedIn 2/4 LinkedIn Networking and Content Strategy (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p> <p>Internet Job Searching (Jackson Leeds) 1:30 PM - 3:30 PM</p>	<p>24</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>LinkedIn 3/4 LinkedIn for Career Advancement and Personal Branding (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p>	<p>25</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>LinkedIn 4/4 Proficiency Assessment In LinkedIn (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p> <p>Job Seeker Roundtable (Jackson Leeds) 1:30 PM - 3:30 PM</p>	<p>26</p> <p>Open Computer Lab w/ Light Tech. Assistance. 10:00 AM - 12:30 PM</p> <p>Catering 101 Training (Spanish) 10:00 AM - 3:00 PM</p> <p>AI & Chat GPT (Avi Green) 1:30 PM - 3:30 PM (2 Hours)</p> <p>Fit & Flavorful Fridays Nutrition for Healthy Aging (60+) 4:00 PM - 5:30 PM</p>
<p>29</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>Cooking Class w/ Chef Tavares. New Recipes Weekly 10:30 AM - 12:30 PM</p> <p>Start an Etsy Business (Jackson Leeds) 10:30 AM - 12:00 PM</p>	<p>30</p> <p>Open Computer Lab w/ Light Tech. Assistance. 9:00 AM - 10:00 AM</p> <p>"Job Search Safari: Navigating the Wilds of AI & Employment" (Adults 60 +) (Danette Hamilton) 10:30 AM - 11:30 AM</p>	<p>Feel free to visit our facility for assistance. We offer services like Career Counseling, Case Management, Vocational Job Readiness, Job Placement, and Computer Lab support. Walk-ins are welcome! Whether you want to learn about our programs or need help, stop by anytime.</p> <p>Also, Financial Counseling, and Benefits Screening, is available by appointment.</p> <p>Call 917-261-4598 OR Email workforce@greenwichhouse.org</p>		