

**FOR CANCELLATIONS ONLY,  
CALL**

**(516) 797 - 4198**

# September 2019 Computer Workshops

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5 Basic Computers <b>Massapequa, 9:30-12:30 DD</b>	6
9	10 Beginning Word <b>Massapequa, 9:30-1:30 DD</b>	11 Power Point <b>Hicksville, 9:30-1:30 DD</b>	12 Beginning Excel <b>Massapequa, 9:30-1:30 DD</b>	13
16 Mastering LinkedIn Part 2 <b>Massapequa, 9:30-12:30 KR</b> Mastering LinkedIn Part 1 <b>Massapequa, 1:00-4:00 KR</b>	17 Intermediate Word <b>Massapequa, 9:30-1:30 DD</b>	18 Introduction to QuickBooks <b>Massapequa, 9:30-1:30 DD</b>	19 Intermediate Excel <b>Massapequa, 9:30-1:30 DD</b>	20
23	24	25	26	27
30				

**Workshop Policy:** Workshops will begin on time; therefore if you are more than 15 minutes late for a workshop you may be refused entry to that workshop. Please cancel if you are unable to attend. If you do not show you will need to meet with a counselor before taking any future workshops. Some workshops require the completion of prerequisites prior to enrollment. Please check with staff.

**Visit us at: [www.thewp.org](http://www.thewp.org)**

**August 23, 2019**

Hicksville Career Center  
301 W. Old Country Rd  
Hicksville, NY 11801

Massapequa Career Center  
977 Hicksville Rd  
Massapequa, NY 11758