

Monday	Tuesday	Wednesday	Thursday	Friday
				1 WIOA Informational Session Columbia 9am– 10am Careers in Manufacturing Lexington 10am-12pm Resume Writing 101 Columbia 11am –12:30pm WIOA Informational Session Lexington 2pm– 3pm
4 Careers in Welding Columbia 10am–11am Resume Writing 101 Lexington 10am-11am Basic Computer Skills Columbia 3pm-4pm	5 Finding a Job Using SCWorks.org Lexington 10am-11am	6 Resume & Interviewing Skills for Today Winnsboro 10am-12pm Career Opportunities in Welding Columbia 10am-11am	7 Basic Computer Skills Lexington 10am-11am Personal Information & Online Security Columbia 10am-12pm	8 WIOA Informational Session Columbia 9am– 10am Resume Writing 101 Columbia 11am –12:30pm WIOA Informational Session Lexington 2pm– 3pm
11 Resume Writing 101 Lexington 10am-11am Basic Computer Skills Columbia 3pm-4pm	12 Understanding Your Credit– Wells Fargo Columbia 10am-11am Careers in Manufacturing Columbia 10am-12pm Time Management Lexington 10am-12pm	13 Resume Writing 102 (Advanced) Columbia 9am– 12pm MTC TechHire Information Session Columbia 10am-11am	14 Introduction to Excel Spreadsheets Columbia 10am-12pm Interviewing Skills Lexington 10am-11am	15 WIOA Informational Session Columbia 9am– 10am Resume Writing 101 Columbia 11am –12:30pm WIOA Informational Session Lexington 2pm– 3pm
18 Resume Writing 101 Lexington 10am-11am Basic Computer Skills Columbia 3pm-4pm	19 Interviewing Skills Lexington 10am-11am	20 Job Search Tips for the Holidays Columbia 10am-11am	21 Resume & Interviewing Skills– BCBSSC Columbia 9am-12pm Expungement Workshop Columbia 10am– 12pm	22 SC Works Midlands Offices Closed
25 SC Works Midlands Offices Closed	26 SC Works Midlands Offices Closed	27 Resume Writing 102 (Advanced) Columbia 9am-12pm Finding a Job Using SCWorks.org Lexington 10am-11am Basic Computer Skills Columbia 3pm-4pm	28 Interviewing Skills Lexington 10am-11am	29 WIOA Informational Session Columbia 9am– 10am Resume Writing 101 Columbia 11am –12:30pm WIOA Informational Session Lexington 2pm– 3pm