

LWRC WORKSHOPS NOVEMBER 2020

Currently, virtual workshops are offered via the **GoToMeeting** platform, except where noted. Having both camera and microphone capabilities on your device will enhance your workshop experience. Workshops are not conducted in-person.

View full descriptions of our workshop content [here](#).

Pre-registration is REQUIRED.



[Register for Workshops Here](#)

WRC Staff can be reached by phone or email
Monday through Friday
8:30 am to 5:00 pm
(703) 777-0150



Computer Skills

Must attend both sessions of the workshop

MS Word - The Basics

Thurs, Nov 5 9:00 - 12:00 &
Fri, Nov 6 9:00 - 12:00

MS Excel - The Basics

Thurs, Nov 5 1:00 - 4:00 &
Fri, Nov 6 1:00 - 4:00

MS Excel - Advanced

Thurs, Nov 12 9:00 - 12:00 &
Fri, Nov 13 9:00 - 12:00

MS PowerPoint - The Basics

Thurs, Nov 12 1:00 - 4:00 &
Fri, Nov 13 1:00 - 4:00

Identifying Your Skills

Find a Career...Change a Career...My Next Move

Wed, Nov 4 10:00 - 11:00

Your Transferable Skills

Sat, Nov 7 10:00 - 11:30

Interviewing Skills

Mock Interview – By Appointment

Thurs, Nov 19 9:00 - 4:15

Job Search

Strategize Your Job Search

Tues, Nov 10 2:00 - 3:00

Managing Job Search Stress

Wed, Nov 18 2:00 - 3:00

The Mystery of the Applicant Tracking Systems (ATS)

Sat, Nov 21 10:00 - 11:30

NEW! How to Join GoToMeeting & Zoom Events

Wed, Nov 4 2:00 - 2:45

Networking

Networking for Introverts

Tues, Nov 17 9:30 - 10:30

30 Second Commercial - "So Tell Me About Yourself"

Fri, Nov 20 10:00 - 11:00

Resume Writing

Professional Resume Writing

Wed, Nov 4 9:00 - 1:00

Resume Writing 101

Tues, Nov 10 9:00 - 10:00

Social Media

Navigating LinkedIn for New Users

Wed, Nov 18 10:00 - 11:30

LinkedIn Profile Check Up – By Appointment

Mon, Nov 30 10:00 - 12:00