

GOODWILL

Employment Connection Center

◀ Digital Literacy Workshops ▶

Basic Computer Skills

Learn how to use a computer and increase your workforce readiness.

5/3/2022

Using Email

Create, send and manage email accounts while using proper email etiquette.

5/17/2022

Social Media

Become more conscious of what you post and dive into privacy settings. (Facebook, Instagram, Snapchat, and TikTok).

5/31/2022

Microsoft Excel

Learn how to create spreadsheets, tables, graphs and learn the basic functions in Excel.

6/14/2022

Internet Basics

Learn how to navigate internet browsers & utilize search engines safely.

5/10/2022

Windows 10

Learn how to navigate the desktop, open files, utilize the start menu, and much more!

5/24/2022

Microsoft Word

Learn how to create text documents and utilize basic formatting functions.

6/7/2022

Microsoft PowerPoint

Learn how to create an effective PowerPoint Presentation for the workforce.

6/21/2022

Career Search Skills

Learn everything you need to know to get you ready for the workforce.

6/28/2022

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BENTON CITY, WA 99320

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On Tuesdays

English: 4 PM

Spanish: 5 PM

Changing Lives Through the Power of Work