

COMPUTER WORKSHOPS FEBRUARY 2023

Topic	Start Date	End Date	Time	Days
Microsoft Excel (online)	Feb 14, 2023	April 12, 2023	6:30PM -9:00PM	(Tues & Wed)
Microsoft Word (online)	Feb 14, 2023	March 8, 2023	12:30PM - 3:00PM	(Tues & Wed)
Microsoft PowerPoint (online)	*Feb 13, 2023	March 8, 2023	9:30AM - 12:00PM	(Mon & Wed)
Workplace Communication Skills (online)	Feb 14, 2023	March 9, 2023	12:30 PM – 3:00 PM	(Tues &Thurs)
Microsoft Word (online)	Feb 14, 2023	March 9, 2023	6:30PM - 9:00PM	(Tues &Thurs)

To attend workshop:

- Attendees need laptop/computer with **software installed**
- Learners **MUST** be registered to attend workshop
- Valid SIN required
- CLB level 5/6
- No workshops during March Break

*No workshop on Monday, 20 February 2023 for Family Day holiday

WORKSHOPS ARE FREE. REGISTRATION REQUIRED.

Essential Skills for Employment
 Facebook @TDSBCommunityServices
 Twitter @TDSB_CS

TO REGISTER,
 CALL 416-396-6368 OR
 EMAIL Upgrading@TDSB.ON.CA
 Please provide phone number when emailing us



This program is operated by Toronto District School Board's Community Services unit. TDSB Community Services Unit offers services in settlement, employment, skills development, language training, and more. Learn more at tdsb.on.ca/communityservices

