

JULY 2025

REMOTE WORKSHOPS & EVENTS



MON

TUE

WED

THU

FRI

1

2

Resume Writing
10:00 – 11:00

3

4

OFFICE CLOSED

7

Veterans' Virtual Job Club
10:00 – 11:00

Seven Habits of Highly
Effective People
11:00 – 12:00

8

Google Pt. 1:
More than a Browser
10:00 – 11:00

Application Tips
and Online Applications
1:30 – 2:30

9

Learn the Computer Series:
Internet Basics
2:30 – 3:30

10

Keys to a Great
Cover Letter
9:00 – 10:00

Digital Scams,
Don't be a Victim
1:00 – 2:00

11

Increase Your Likability
for the Interview
11:00 – 12:00

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Veterans' Virtual Job Club
10:00 – 11:00

Budgeting and Saving
11:00 – 12:00

15

Google Pt. 2: Using Online
Apps for a Job Search
10:00 – 11:00

Tips for Job
Seekers Over 50
1:30 – 2:30

16

Applying for PA
Government Jobs
11:00 – 12:00

Learn the Computer Series:
Digital Security
2:30 – 3:30

17

Navigating the PA
CareerLink® Online
1:00 – 2:00

18

Dealing with Difficult
Coworkers
11:00 – 12:00

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Veterans' Virtual Job Club
10:00 – 11:00

Providing Great
Customer Service
11:00 – 12:00

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Google Pt. 3:
Using Google Drive
10:00 – 11:00

Stress Management
1:30 – 2:30

23

Learn the Computer Series:
Digital Communications
2:30 – 3:30

24

Ace the Interview
9:00 – 10:00

Introduction to Microsoft
365: What is It?
1:00 – 2:00

25

Career Planning Seminar
11:00 – 12:00

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Veterans' Virtual Job Club
10:00 – 11:00

Online Tips for
Starting a Small
Business
11:00 – 12:00

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Essential techniques
to Boost Your
Communication Skill
10:00 – 11:00

30

A4TD: Employment
for Those 55+
9:00 – 10:00

Introduction to Mail Merge
2:30 – 3:30

31

What Employers Want
9:00 – 10:00

Résumé Writing
1:00 – 2:00

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