



**LIFELONG  
SKILLS AND  
OPPORTUNITY  
CENTER**

# Lifelong Skills & Opportunity Center

27 Barrow Street, 4th Floor, New York, NY 10014

## March 2023 In Person Monthly Program Schedule

T: 917-261-4598

E: [workforce@greenwichhouse.org](mailto:workforce@greenwichhouse.org)

Monday	Tuesday	Wednesday	Thursday	Friday
		<b>1</b> Introduction to Microsoft Word 10AM-12PM  Market Your Goods/Services on Social Media 2PM-4:30PM	<b>2</b> Save Money on Your Health Care Bills Workshop 11AM-12PM  Tech Support in Open Computer Lab 2-4PM	<b>3</b> Learn the Basics of Computer Usage 10AM-12PM  Learn how to use Zoom for Personal and Professional Needs! 2PM-3:30PM
<b>6</b> One on One Job Coaching Available on Mon-Fri Call 917-261-4598 or Email <a href="mailto:workforce@greenwichhouse.org">workforce@greenwichhouse.org</a> for Appointment	<b>7</b> Financial Counseling and Benefits Screening Available on Tuesdays by Appointment Call 917-261-4598 or Email <a href="mailto:workforce@greenwichhouse.org">workforce@greenwichhouse.org</a>	<b>8</b> Introduction to Microsoft Word 10AM-12PM  Landing a Job in Today's World 2PM-3PM  Open Computer Lab 12-4PM	<b>9</b> Working While Receiving SS or Other Benefits 101 11AM-12PM  Open Computer Lab 2-4PM w/Support	<b>10</b> Come early the first time you take a class or have an appointment if it is your first time so we can register you!
<b>13</b> Tech Support in the Open Computer Lab Every Monday from 10AM-4PM	<b>14</b> Tech Support in the Open Computer Lab Every Tuesday from 2-4PM	<b>15</b> Introduction to Microsoft Word 10AM-12PM  Open Computer Lab 12-4PM	<b>16</b> Save Money on Your Health Care Bills Workshop 11AM-12PM  Tech Support in Open Computer Lab 2-4PM	<b>17</b> Learn the Basics of Computer Usage 10AM-12PM  Learn how to use Zoom for Personal and Professional Needs! 2PM-3:30PM
<b>20</b> One on One Job Coaching Available on Mon-Fri Call 917-261-4598 or Email <a href="mailto:workforce@greenwichhouse.org">workforce@greenwichhouse.org</a> for Appointment	<b>21</b> Financial Counseling and Benefits Screening Available on Tuesdays by Appointment Call 917-261-4598 or Email <a href="mailto:workforce@greenwichhouse.org">workforce@greenwichhouse.org</a>	<b>22</b> Introduction to Microsoft Word 10AM-12PM  Landing a Job in Today's World 2PM-3PM  Open Computer Lab 12-4PM	<b>23</b> Working While Receiving SS or Other Benefits 101 11AM-12PM  Open Computer Lab 2-4PM w/Support	<b>24</b> Open House for New Members to Sign Up! Workshops on Zoom, Working w/Benefits and Landing a Job in Today's World 2-4:30PM
<b>27</b> Tech Support in the Open Computer Lab Every Monday from 10AM-4PM	<b>28</b> Tech Support in the Open Computer Lab Every Tuesday from 2-4PM	<b>29</b> Introduction to Microsoft Word 10AM-12PM  Open Computer Lab 12-4PM	<b>30</b> Working While Receiving Benefits 101 11-12PM  Tech Support in Open Computer Lab 2-4PM	<b>31</b> Learn the Basics of Computer Usage 10AM-12PM