



**COMMUNITY ENRICHMENT**

**FALL 2020**

<b>OCTOBER VIRTUAL CLASSES</b>		
<b>EXCEL</b> Time-saving Tips and Tricks	10/27/2020 Tuesday	9:00am – 11:00am \$30
<b>EXCEL</b> Introduction	10/28/2020 Tuesday	6:00pm – 9:00pm \$40
<b>NOVEMBER VIRTUAL CLASSES</b>		
<b>EXCEL</b> Intermediate	11/05/2020 Thursday	6:00pm-9:00pm \$40
<b>EXCEL</b> Working with Tables, Pivot Tables and Charts	11/10/2020 Tuesday	9:00am-12:00pm \$40
<b>OUTLOOK</b> Time-saving Tips and Tricks	11/12/2020 Thursday	6:00pm-8:00pm \$30
<b>TEAMS</b> Introduction	11/16/2020 Monday	6:00pm – 8:00 pm \$30
<b>TEAMS</b> Advanced	11/17/2020 Tuesday	9:00am – 11:00am \$30
<b>ADOBE ACROBAT</b>	11/18/2020 Wednesday	1:00pm-3:00pm \$30
<b>WORD</b> Clean up your Documents	11/19/2020 Thursday	1:00pm-3:00pm \$30
<b>WORKFORCE EDUCATION</b>		
<b>Intro to Aircraft Fabrication</b>	Dates to be announced Visit <a href="https://fctc.edu">FCTC.edu</a> <a href="https://fctc.edu/programs/aircraft-fabrication/">https://fctc.edu/programs/aircraft-fabrication/</a>	Monday – Friday 6 – 10 PM Every other Saturday 8 AM – 5 PM 256 hours / 14 weeks

