

# 2021 Virtual Workshops

Come Join Goodwill Digital Career Accelerator® Virtual Workshops. If interested in attending Basic Computer Instruction Workshops, **you must have the ability to access the ZOOM app** from an **internet connected device**, such as a **phone, tablet, laptop, or desktop computer**.

Monday

Computer Basics  
2pm-4pm

Tuesday

Email Basics  
10am-12pm

Wednesday

Internet Basics  
2pm-4pm

Thursday

Word Basics  
10am-2pm

Friday

G-Suite (Google Basics)  
1pm-3pm

**Computer Workshops in Spanish/Talleres de Computadoras en Español**  
**Every Monday/Todos los lunes**  
**9am-11am**



## EMAIL BASICS WORKSHOP

Join us to learn more about understanding basics of email etiquette, adding an attachment, and much more!



## COMPUTER BASICS WORKSHOP

Let us work at distinguishing between different types of devices, demonstrate knowledge of keys on keyboards, and much more!



## INTERNET BASICS WORKSHOP

Learn more about identifying different ways to connect to the internet, filling out a form, and much more!



## WORD BASICS WORKSHOP

Welcome to Microsoft Word. We will identify parts of the Word window, format text, and more!



## GOOGLE (G-SUITE) BASICS WORKSHOP

Learn more about organizing information using Google Docs, meeting safely using Google Meet, and much more!

**REGISTER TODAY**

Call (540) 684-6792 or email [shanna.boutchyard@fredgoodwill.org](mailto:shanna.boutchyard@fredgoodwill.org)

[www.fredgoodwill.org](http://www.fredgoodwill.org)