

ALL Training will be located at 924 N Country Club Dr in the basement IT area, with the exceptions of site visits.

If you would like your group home to be put on the schedule please contact me by phone or email.

**MARC CENTER
ITD TRAINING CALENDAR**

June-10

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 BHS Group Home Visit-Pace Training	16	17 BHS Group Home Visit-Pace Training	18	19
20	21	22 BHS Group Home Visit-Pace Training	23 Intro to MicroSoft Word 10:00 AM & 3:00 PM	24 BHS Group Home Visit-Pace Training	25 Email Training 10:00 AM & 3:00 PM	26
17	28	29 BHS-East Village Visit-Pace Training				

**PLEASE CONTACT TRACY SNYDER IN THE IT DEPARTMENT AT 222-3219 TO REGISTER
(MAXIMUM OF 8 PERSONS PER CLASS)**

MARC CENTER ITD TRAINING CALENDAR

July-10

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 ERS Bldg 3 Visit-Pace Training	2 TimeSheet Training 10:00 AM & 3:00 PM	3
4	5	6 BHS Group Home Visit-Pace Training	7 Intro to MicroSoft Power Point 10:00 AM & 3:00 PM	8 ERS West Visit-Pace Training	9 Email Training 10:00 AM & 3:00 PM	10
11	12	13 BHS Group Home Visit-Pace Training	14 Intro to MicroSoft Excel 10:00 AM & 3:00 PM	15 BHS West Village Visit-Pace Training	16 TimeSheet Training 10:00 AM & 3:00 PM	17
18	19	20 BHS Group Home Visit-Pace Training	21 Intro to MicroSoft Word 10:00 AM & 3:00 PM	22 BHS Group Home Visit-Pace Training	23 Email Training 10:00 AM & 3:00 PM	24
25	26	27 BHS-East Village Visit-Pace Training	28 Intro to MicroSoft Power Point 10:00 AM & 3:00 PM	29 BHS Group Home Visit-Pace Training	30 TimeSheet Training 10:00 AM & 3:00 PM	31

PLEASE CONTACT TRACY SNYDER IN THE IT DEPARTMENT AT 222-3219 TO REGISTER

(MAXIMUM OF 8 PERSONS PER CLASS)

**MARC CENTER
ITD TRAINING CALENDAR**

August-10

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 ERS Bldg 3 Visit-Pace Training	4 Intro to MicroSoft Excel 10:00 AM & 3:00 PM	5 BHS Group Home Visit-Pace Training	6 Email Training 10:00 AM & 3:00 PM	7
8	9	10 ERS West Visit-Pace Training	11 Intro to MicroSoft Word 10:00 AM & 3:00 PM	12 BHS Group Home Visit-Pace Training	13 TimeSheet Training 10:00 AM & 3:00 PM	14
15	16	17 BHS West Village Visit-Pace Training	18 Intro to MicroSoft Power Point 10:00 AM & 3:00 PM	19 BHS Group Home Visit-Pace Training	20 Email Training 10:00 AM & 3:00 PM	21
22	23	24 BHS Group Home Visit-Pace Training	25 Intro to MicroSoft Excel 10:00 AM & 3:00 PM	26 BHS Group Home Visit-Pace Training	27 TimeSheet Training 10:00 AM & 3:00 PM	28
29	30	31 BHS Group Home Visit-Pace Training				

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