

## Employment Advancement Skills for You (EASY) June 2024

Topic	Start Date	End Date	Time	Location
Microsoft PowerPoint	June 4, 2024 (Tues & Thurs)	June 27, 2024	6:30 PM - 9:00 PM	Online
Microsoft Word	June 5, 2024 (Wed only)	June 26, 2024	9:30 AM - 3:00 PM	777 Bloor St. West (Bloor & Christie)
Microsoft PowerPoint	June 6, 2024 (Thurs only)	June 27, 2024	9:30 AM - 3:00 PM	10 Gateway Blvd (Don mills & Overlea)
Microsoft Excel	June 11, 2024 (Tues & Thurs)	July 4, 2024	9:30 AM - 3:00 PM	777 Bloor St. West (Bloor & Christie)
Microsoft Word	June 19, 2024 (Wed & Thurs)	June 27, 2024	9:30 AM - 3:00 PM	777 Bloor St. West (Bloor & Christie)

### To attend workshop:

- Virtual workshop attendees need laptop/computer with software installed
- Learners MUST be registered to attend workshop
- Must Present Valid SIN for registration
- Must be able to speak English well

**WORKSHOPS ARE FREE.  
 REGISTRATION REQUIRED.**

### TO REGISTER:

- Call 416-396-6368
- Email [upgrading@tdsb.on.ca](mailto:upgrading@tdsb.on.ca)  
and include your phone number

