







2025 July

If no assistance is needed, Open Lab is available for walk in use. For GED: Call (520)562-1206 to schedule GED Appointment.

Full Service Computer Lab
Always Available for your
Technology Needs



Monday	Tuesday	Wednesday	Thursday
Individual training and assistance sessions are available daily - appointments are encouraged (Call 520-562-1206 for availability) Microsoft Office 2016/365 Resume Assistance Technology Assistance and Training Job Application Assistance Device Assistance Up-to-date Software and Technology Copy/Fax/Scan/Email Professional Digital Prints			
30 CTC LAB CLOSED	01 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm	02  Outlook (Email) 2016/365 9am - 12pm Open Lab 9:00am - 5:00pm GED 10am - 3pm	03  Beginning Excel 2016/365 9am - 12pm Open Lab 9:00am - 5:00pm GED 10am - 3pm
07 CTC LAB CLOSED	08 CTC LAB CLOSED	09 CTC LAB CLOSED	10 CTC LAB CLOSED
14 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm	15  Computer Skills for the Workplace 10am - 12pm Open Lab 9:00am - 5:00pm GED 10am - 3pm	16  Intermediate Excel 2016/365 9am - 12pm Open Lab 9:00am - 5:00pm GED 10am - 3pm	17 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm
21  Resume Workshop 10am - 12pm Open Lab 9:00am - 5:00pm GED 10am - 3pm	22 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm	23 Reserved GRIC Departmental training Open Lab 9:00am - 5:00pm GED 10am - 3pm	24 Reserved GRIC Departmental training Open Lab 9:00am - 5:00pm GED 10am - 3pm
28 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm	29 Reserved GRIC Departmental training Open Lab 9:00am - 5:00pm GED 10am - 3pm	30  Advanced Excel 2016/365 9am - 12pm	31 Individual and Senior training sessions Open Lab 9:00am - 5:00pm GED 10am - 3pm
04	05	Notes: Unforeseen circumstances can change training dates and times, please reserve your seat to attend training and receive the most updated information.	