



# EAST YORK LEARNING EXPERIENCE SUMMER SCHEDULE - JULY & AUGUST 2026

**DIGITAL SKILLS FOR EVERYDAY LIFE: USING TECHNOLOGY WITH CONFIDENCE AND INDEPENDENCE**

## Computer Basics Level 1

- Learn basic computer functions e.g. surfing the web
- Navigate the desktop, folders, and files
- Use programs like email and word
- Stay safe online with smart internet habits

**JULY 6 TO JULY 9 - 10AM - 1PM**

**IN PERSON**

**SUMMER INTENSIVE - 4 DAYS - MAX 6 PARTICIPANTS**

## Computer Basics Level 2

Building off our Computer Basics Level 1 course, students will:

- Create and edit documents in Word and PowerPoint
- Make building spreadsheets in Excel
- Use email, calendars, & cloud storage
- Share and collaborate using Google Drive and OneDrive

**AUGUST 5 TO 26 - 10AM - 12PM**

**IN PERSON**

**4 WEEKS - MAX 6 PARTICIPANTS**

## Pop-Up Computer Cafe

- Laptops available for use on site
- Help with computers, tablets, and smartphones (cellphones)
- Guidance on email, online forms, social media, and apps, Microsoft Word, PowerPoint, and Excel
- Friendly volunteers to answer your tech questions
- A welcoming environment

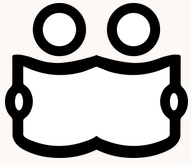
**JULY 16, AUG 20, - 1PM - 3PM, OR 2PM - 4PM**

**IN PERSON**

**REGISTRATION REQUIRED**



**\*Registration required for Computer Basics Classes - call to book an intake appointment\***



# EAST YORK LEARNING EXPERIENCE SPRING SCHEDULE - JULY & AUGUST 2026

## WORK READY SKILLS: PREPARING LEARNERS FOR EMPLOYMENT AND WORKPLACE CONFIDENCE

### Write to Win: Crafting a Resume That Gets You Noticed

- Learn how to stand out
- Emphasize achievements over tasks
- Explore how AI can work for you

JULY 14th - 12PM - 1PM

ONLINE

REGISTRATION REQUIRED

### Cover Letters Made Simple

- Understand when cover letters are needed
- Structure a short cover letter
- Connect skills to job postings

AUG 11th - 12PM - 1PM

ONLINE

REGISTRATION REQUIRED



### CONTACT INFORMATION

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